

352.0742b
R58
2008/09
c.2

ANNUAL REPORT 2008 ~ 2009



THE CITY OF ROCHESTER, NH
31 Wakefield Street
Rochester, NH 03867
www.rochesternh.net

TABLE OF CONTENTS

Greetings from the City Manager	3
Directory of City Officials	5
Directory of City Departments	10
Employee's of the Month	12
Report of the Assessor's Office	13
Report of the City Clerk's Office	14
a. Resolutions Adopted by the City Council	16
b. Amendments Adopted by the City Council	21
Report of the Code Enforcement Department	22
a. Report of the Building Inspector	22
b. Report of the Board of Health	23
c. Report of Code Enforcement	23
Report of the Economic Development Department	24
Report of City Finances	27
a. Excerpts from our Annual Audit Report	27-1 – 27-19
Report of the Fire Department	28
Report of the Legal Department	37
Report of the Public Library	38
Report of the Municipal Information Systems Department	44
Report of the Planning and Development Department	46
a. Report of Community Development	46
b. Planning Division	51
c. Historic District	54
d. Conservation Commission	56
Report of the Police Department	58
Report of the Public Works Department	66
a. Report of the Water Division	69
b. Report of the Sewer Division	70
c. Highway/Fleet Division	72
d. Buildings and Grounds Division	73
Report of Recreation, Arena and Youth Services	74
Report of the Superintendent of Schools	76
Report of the Tax Collector's Department	82
Report of the Welfare Department	83

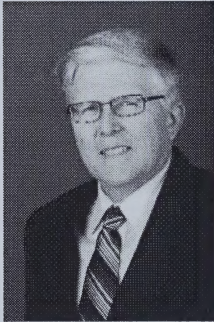
JUL 02 2010

352-07426

R58

2008/09

C-2

REPORT OF THE CITY MANAGER'S OFFICE
2008 ~ 2009

John Scruton, City Manager

Rochester continues to strive for affordability and excellence. Our successes are due to the work of the entire team, including the Mayor and Council, other committee and board members and especially great City employees. Within the pages of this report there is a brief summary of the work that is being done to deliver quality services throughout the community. Far more could be written to demonstrate these accomplishments, but in the brief space available let me highlight just a few.

This year the world teetered on the brink of financial disaster. The crisis impacted many people locally with high unemployment, a severe contraction of credit for homeowners and businesses, a rise in home foreclosures and a drop in net worth for almost everyone. Area unemployment rose from 4.2% to 8.3%. Rochester's City government fared far better than the nation as a whole. Net City assets rose \$4.7 million, representing an increase of 4.7%. The City's strong general fund balance rose \$1.2 million to \$10.9 million. The total assessed value of property rose 3.5% over the prior year. The audit revealed sound financial management with good policies and procedures in place.

Rochester is a service-oriented organization. Police, Fire, Communication and Public Works Departments serve and protect the public. The Rochester Public Library and Recreation Department greatly enhance the quality of life. The School Department educates our young people and prepares them for the rapidly changing world around us. The participation of parents and the rest of the community in the education of our youth continues to help Rochester students excel.

Even though the state and nation are going through difficult times, the City has not slacked off its efforts at economic development efforts. The City budgeted to support two full time staff and other funds for business development activities. Other groups who collaborated with the City included the Greater Rochester Chamber of Commerce, the Main Street Program, the Opera House, and others.

Rochester is a great place to live, work and play. The municipal government is working hard to help enhance this environment with quality services delivered efficiently and effectively.



Rochester Common

CITY GOVERNMENT
As Organized January 1, 2009

Mayor John H. Larochelle

Ward 1	Seat A - Brian B. LaBranche,	Seat B - A. Raymond Varney
Ward 2	Seat A - Elaine M. Lauterborn	Seat B - Sandra B. Keans
Ward 3	Seat A - Peter A. Lachapelle	Seat B - Rick Healey
Ward 4	Seat A - Raymond Lundborn	Seat B - Geoffrey Hamann
Ward 5	Seat A - Ralph Torr	Seat B - Charles Gerrish (Appointed 4/1/08) Alan Reed-Erickson (Elected 11/09)
Ward 6	Seat A - Stephen Hervey	Seat B - Charles "Chuck" Grassie
City Manager	John F. Scruton	

STANDING COMMITTEES

Appointments Committee: Elaine Lauterborn, Chairperson; Ralph Torr, Vice-Chairperson; Sandra Keans, Raymond Lundborn, Stephen Hervey

Codes & Ordinances Committee: Peter Lachapelle, Chairperson; Charles "Chuck" Grassie, Vice-Chairperson; Sandra Keans, Elaine Lauterborn, A. Raymond Varney

Community Development Committee: Charles "Chuck" Grassie, Chairperson; Peter Lachapelle, Vice-Chairperson; Elaine Lauterborn, Brian LaBranche, Stephen Hervey

Finance Committee: John H. Larochelle, Chairperson; Elaine Lauterborn, Vice-Chairperson; Charles "Chuck" Grassie, Sandra Keans, Rick Healey, Peter Lachapelle, Ralph Torr

Public Safety Committee: Rick Healey, Chairperson; Geoffrey Hamann, Vice-Chairperson; Charles Gerrish (Alan Reed-Erickson - Elected 11/09), Brian LaBranche, Stephen Hervey

Public Works Committee: Ralph Torr, Chairperson, Charles "Chuck" Grassie, Vice-Chairperson; Geoffrey Hamann, A. Raymond Varney, Charles Gerrish (Alan Reed-Erickson - Elected 11/09)

SPECIAL COMMITTEES

Building Needs Committee: Ralph Torr, Chairperson; Elaine Lauterborn, Vice-Chairperson; Brian LaBranche, Raymond Lundborn, A. Raymond Varney

Government Channel Committee: Joseph Gray, Chairperson, Rick Healey, Vice-Chairperson; John Fuchs, Richard Menzel, Celeste Plaia

SPECIAL COMMITTEES (Continued)

Highway Safety Committee: Rick Healey, Chairperson; Geoffrey Hamann, Vice-Chairperson, Charles Gerrish (Alan Reed-Erickson – Elected 11/09), Brian LaBranche, Stephen Hervey

CITY OFFICERS AND DEPARTMENT HEADS

Animal Control Officer	Suzanne Paradis
City Assessor	Tom Mullin
Checklist Supervisor, Chairperson	Thomas J. Jean
Chief Planner	Michael Behrendt
City Clerk	Joseph Gray
City Engineer	Thomas H. Willis, Jr.
City Health Officer	Larry Hamer
City Manager	John F. Scruton
City Physician	Walter Hoerman, MD
City Solicitor	Danford Wensley
Deputy Assessor	Vacant
Deputy City Clerk	Sheryl Eisenberg
Deputy Tax Collector	Karen Paquette
Director of Code Enforcement	Larry Hamer
Director of Planning	Kenneth Ortmann
Economic Development Manager	Karen Pollard
Deputy City Manager/Finance Director	Brian LeBrun
Deputy Treasurer	Roland Connors
Fire Chief	Norman Sanborn, Jr.
Fire Chief, Deputy	Francis Zombeck
Fire Chief, Assistant	Richard Giguere
Ice Arena/Recreation, Parks, Youth Services Director	Christopher Bowlen
Library Director	John Fuchs
Police Chief	David Dubois
Police, Deputy Chief	Michael Allen
Public Works Commissioner/Public Buildings & Grounds Director	Melodie Esterberg
Tax Collector	Doreen Jones
Welfare Director	Todd Marsh
Mayor	John H. Larochelle
Deputy Mayor	Elaine Lauterborn

BOARDS AND COMMISSIONS

Arena Advisory Commission: David Anctil, Chairperson; Richard Clough, Robert W. Brown, David McGlone, Dale Bickford, David Colson, Joan Cadorette-Strogen

Board of Assessors: Thomas Mullin, Chairperson; Robert Goldstein

Board of Health: Thomas Moon, John Larochele, Larry A. Hamer, Walter Hoerman, MD

Conservation Commission: Mark Toussaint, Chairperson; Jeffrey Winders, Mark E. Jennings, John W. Hackett, Meredith (Merry) S. Lineweber, Deborah A. Shigo, Steven D. Riker

County Commissioners: George Maglaras, Chairperson; Paul Dumont, Vice-Chairperson; Robert J. Watson

Historic District Commission: Lionel Sylvain, Chairperson; Herman Ejarque, Vice-Chairperson; Marilyn Jones, Weston Flierl, Sandra B. Keans, Nancy Dibble, Rick Healey

Alternate Positions: Martha Wingate, Laura Jones

Library Trustees: Pamela J. Hubbard, Chairperson; Michael Roberts, Vice-Chairperson; Susan S. Hannah, Secretary; Joanne V. Pallas, Natalie Wensley, Louise M. Stoddard

City Manager's Designee: Martha Ortmann, Treasurer

Licensing Board: John F. Scruton, David Dubois, Norman Sanborn, Jr.

Personnel Advisory Board: Carol Themelis, Joanne Sylvain, Vacant

Planning Board: A. Terese Desjardins, Chairperson; Tim Fontneau, Vice-Chairperson; Lionel Sylvain, Secretary; John David Meader, Richard Groat, Eugene McCarthy, Derek Peters, Tom Abbott, Rick Healey

Alternate Members: A. Raymond Varney, Gloria R. Larochele, Stephen Martineau

Police Commission: Lucien Levesque, Chairperson; James McManus, Jr., Al Bemis

Recreation, Parks and Youth Services Commission: Shelia Colson, Chairperson; Joseph Maynard, Arnold Bennett, Tim Bruneau, Peter Lachapelle, Jeffrey Turgeon

School Board: **At Large:** Anne Grassie; **Ward 1:** Peggy Parker, Audrey Stevens, **Ward 2:** Bill Brennan, Caroline McCarley **Ward 3:** John F. Connelly, Evelyn Logan **Ward 4:** Anthony Pastelis, PHD; Travis Allen **Ward 5:** Pamela J. Hubbard, Mark Torr **Ward 6:** Frank Callaghan, Robert J. Watson, Chairperson

Strafford Regional Planning Commission: Sandra Keans, Elaine Lauterborn, Kenneth N. Ortmann

Trustees of the Trust Funds: David Ouellette, Robert Pallas, R. Bradley Trafton

Utility Advisory Board: Kevin Bridges, Chairperson; Sharon Parshley, Arthur Hoffman, George Lewis, Paul Dolnier

Welfare Appeals Board: Irene Creteau, Nancy Morneault, Mary Flynn

Zoning Board of Adjustment: Ralph Torr, Chairperson; Robert Gates, Vice-Chairperson; Randy Lavallee, Lawrence Spector, Peter Meyer

Alternate Members: Rose Marie Rogers, Fidae Azouri

AUTHORITIES

Rochester Economic Development Commission (Authority): Janet Davis, Richard Lundborn, Jerome Grossman, Lisa Stanley, Alan Reed-Erickson, Alan Davis,

AUTHORITIES (Continued)

Susan DeRoy, David Tinkham, Wayne Chick, **Ex-Officio Members:** John H. Larochelle, Karen Pollard

Rochester Housing Authority: Arthur Nickless, Chairperson; Janet Davis, Wilbur Boudreau, Vice-Chairperson; Robert "Cider" Berry, Mark Hourihan, Otis Perry, Jerry Grossman

MAYOR COMMITTEES



Mayor John H. Larochelle

Comprehensive Rezoning Committee: Chuck Grassie, Chairperson, A. Raymond Varney, Rick Healey, Sandra Keans, David Walker, John Scruton, Lance Powers, John Larochelle, A. Terese Desjardins, Arthur Nickless, Arthur Hoover

Energy and Sustainability Committee: Tobias Marquette, Chairperson, Peter Ejarque, Greg Kelly, Christine Schadler, Brian Fahrman, John H. Larochelle, Michael Behrendt

Historic Document Preservation Committee: Joseph Gray, Chairperson; Janet Pelley, Co-Chairperson; Victoria Lambert, Joanne V. Pallas, Martha Fowler, Linda Sargent

River Walk Committee: David Walker, Chairperson; Robert Steele, George Allen, Jeff Winders, Lori Chase, Julien Savoie, Janet Pelley, Lisa Stanley, Mark Perry, Peter Brückner

ELECTION OFFICIALS

Ward 1: David Stevens, Moderator; Cindy C. Harmon, Ward Clerk; Mary Smith, Checklist Supervisor; Lorraine Malsbury, Joyce Betz, Michael Dickie, Selectmen

Ward 2: Daniel J. Harkinson, Moderator; Mary Conroy, Ward Clerk; Kelly Gray, Checklist Supervisor; Roger W. "Mickey" Conroy, Brian Brennan, Jean Anne Twombly; Selectmen

Ward 3: Danford Wensley, Moderator; Kenneth Billings, Ward Clerk; Sandra Healey, Checklist Supervisor; Cindy Radey, Jeannine Lambert, Annette Plaisted, Selectmen

Ward 4: Richard Groat, Moderator; Pauline P. Webster, Ward Clerk; Patricia Dunlap, Checklist Supervisor; Anne Letourneau, Geraldine Lacasse, Abigail Collins, Selectman

Ward 5: Robert Gates, Moderator; Doris Y. Gates, Ward Clerk; Louisa Tapley, Checklist Supervisor; Daniel Hubbard, Leonard West, Ramona Schoff, Selectmen

Ward 6: James P. Gray, Moderator; Joanne Gray, Ward Clerk; Denise Chick, Checklist Supervisor; Peter Ward, Jean Turgeon, Norman G. Sanborn, Sr., Selectmen

Chairperson of the Supervisors: Thomas J. Jean

City Clerk: Joseph Gray



Rochester City Hall

CITY OF ROCHESTER DEPARTMENTS

www.rockesternh.net

2008-2009

Assessor's Office 19 Wakefield Street	Tom Mullin, Assessor 332-5109
Business Office 31 Wakefield Street	Angie Gray 335-7602
City Clerk's Office 31 Wakefield Street	Joseph Gray, City Clerk 332-2130
City Manager's Office 31 Wakefield Street	John F. Scruton, City Manager 332-1167
Code Enforcement Office 31 Wakefield Street	Larry Hamer, Director of Code Enforcement 332-3508
Economic Development Department 150 Wakefield Street	Karen Pollard, Economic Development Manager 332-7522
Finance Office 31 Wakefield Street	Brian LeBrun, Finance Director 335-7609
Fire Department 31 Wakefield Street	Norman Sanborn, Fire Chief 330-7182
Human Resources 31 Wakefield Street	Diane Hoyt 335-7503
Information Systems 31 Wakefield Street	Dennis Schafer 335-7517
Planning & development Department 31 Wakefield Street	Kenneth Ortmann, Director of Planning & Development 335-1338
Police Department 31 Wakefield Street	David Dubois, Chief of Police 330-7127

Public Works Department
45 Old Dover Road

Melodie Esterberg, Public Works
Commissioner
332-4096

Recreation Department
150 Wakefield Street

Christopher Bowlen, Director
of Recreation, Arena & Youth Services
332-4120

Rochester Ice Arena
67 Lowell Street

Steve Trepanier
335-6749

Rochester Public Library
65 South Main Street

John Fuchs, Librarian
332-1428

Tax Collector's Office
19 Wakefield Street

Doreen Jones, Tax Collector
332-1136

Wastewater Plant
175 Pickering Road

David Green
335-6942

Water Billing
19 Wakefield Street

Ann Dupuis
335-7501

Water Treatment Plant
64 Strafford Road

Robert Gray
335-4291

Welfare Office
31 Wakefield Street

Todd Marsh
335-3505



North Main Street Bridge

EMPLOYEE'S OF THE MONTH 2008-2009
--

Welfare Employees	Welfare Department	July 2008
Brian O'Conner	Police Department	August 2008
Bruce Young	Public Buildings & Grounds	Sept. 2008
Patty Kairo	City Manager's Office	October 2008
Becky Warburton	Police Department	October 2008
Robert Gray	Public Works Department	Nov. 2008
Chris Mangum	Police Department	Dec. 2008
Jeremiah Murphy	Police Department	Dec. 2008
Cindi Potts	Fire Department	January 2009
RAYS Employees	RAYS Department	February 2009
Caroline Lewis	Planning Department	March 2009
Tina Desjardins	Police Department	April 2009
Carissa Perkins	RAYS Department	May 2009
Joshua Ploude	Public Works Department	June 2009

REPORT OF THE ASSESSOR'S OFFICE

2008-2009

ASSESSOR'S INVENTORY

LAND VALUATION:

Residential.....	447,857,929
Commercial/Industrial (Does not include Utility land).....	189,489,296
Current Use.....	1,451,612
Discretionary Preservation Easement RSA 79-D.....	10,175

TOTAL VALUE OF TAXABLE LAND..... 638,809,012

BUILDING VALUATIONS

Residential.....	1,009,778,681
Manufactured Housing.....	138,414,700
Commercial/Industrial (Does not include Utility Bldgs).....	266,075,819
Discretionary Preservation Easement RSA 79-D.....	17,500

TOTAL OF TAXABLE BUILDINGS..... 414,286,700

PUBLIC UTILITIES

Gas.....	19,249,700
Electric.....	28,156,200

TOTAL PUBLIC UTILITIES.....47,405,900

EXEMPTIONS

Blind (25).....	1,111,500
Elderly (391).....	25,489,600
Disabled (66).....	2,425,100

TOTAL AMOUNT OF EXEMPTION.....29,026,200

Net Valuation on which the tax rate for the Municipal, County & local

Education Tax is computed..... 2,071,475,412

Less Public Utility

Valuations.....47,405,900

Net Valuation without Utilities on which tax rate for State Education Tax

Computed.....2,024,069,512

Respectfully submitted,
Thomas A. Mullin, CNHA
City Assessor

REPORT OF THE CITY CLERK'S OFFICE 2008-2009
--

The mission of the City Clerk's Office is to record and preserve official municipal records, act as an agent of the state in the issuance of certified vital records, and assist in the transparency of the municipal government. In addition, the City Clerk's Office maintains the integrity of the election process by conducting fair and impartial elections.

The City Clerk's Office recorded the votes and proceedings of the City Council at Regular, Special, Workshop and City Council Public Hearing meetings and the Codes & Ordinances subcommittee of the City Council; transcribed, published and indexed the minutes of all City Council meetings in accordance with RSA 91-A:4; and provided informational copies of minutes to citizens, boards, commissions, and department heads. The City Clerk's Office also prepared agendas, informational packets, and minutes for the following: City Council Regular, Special, Workshop and Public Hearing meetings, as well as the Codes and Ordinances subcommittee of the City Council.

The City Clerk's Office also maintains the listing of all officials serving on City boards, commissions and committees. The Clerk's Office processed all statements of interest forms and applications received from persons interested in serving for the City. The Clerk's Office also processed and conveyed to the City Council all resignations from such boards, commissions and committees, and sent letters to retirees to express the Council's appreciation for services rendered.

From July 1, 2008, through June 30, 2009, 437 babies were born in the City of Rochester. The State Bureau of Vital Records recorded 301 deaths of Rochester citizens. The City Clerk's office issued 229 marriage/civil union licenses during the same period.

Notary services were provided to 592 persons.

The City of Rochester receives reimbursement from the Secretary of State's Office for all Rochester UCC's filed with the Secretary of State's Office. The City of Rochester continues to accept NH Department of Revenue Administration Liens, Federal Tax Liens, and Hospital Liens. This number should eventually go to zero as the State performs those searches now.

The City Clerk's Office issued 5,148 dog licenses during the year. This included 16 group licenses for owners having 5 or more dogs.

Following is a summary of the City Clerk's revenues for Fiscal Year 2008-2009:

Certified Copies of Vital Records	\$20,705.00
Marriage Applications	\$ 1,869.00
Dog Licenses	\$42,235.50

UCC Fees	\$ 6,475.00
Notary Services/Miscellaneous Revenues	\$ 4,835.35
Total Revenues	\$76,119.85

The City Clerk's Office Supervised the State Primary Election on September 9, 2008 and the General Election held on November 4, 2008. The City Clerk's Office accepted new voter registrations, declarations of party affiliation, and changes to address/ward and names; provided in-home voter registration for the elderly and disabled; coordinated and attended all sessions of the Supervisors of the Checklist; attended training for the Electionet database; maintained and updated the City's information in the Statewide database for the voter checklist; communicated with other Clerks and Supervisors throughout the State to eliminate duplicate voter files; and printed all required checklists and warrants.

Four applications for the Adams-Pray Fund were processed for approximately \$385.02 per applicant.

Captain Joseph Gray resigned his position as City Clerk in June 2009. We wish him well in his pursuit of a full-time career with the National Guard. I finished the fiscal year in the position of Acting City Clerk. I wish to thank Assistant City Clerks Kelly Walters and Diane Moses for their outstanding support of, and dedication to, the mission of the City Clerk's Office. Their professionalism and pleasant demeanor produced excellent customer service.

Respectfully submitted,

Sheryl L. Eisenberg, CMC
City Clerk



Sheryl Eisenberg, City Clerk & Joseph Gray, Former City Clerk

RESOLUTIONS ADOPTED BY CITY COUNCIL JULY 2008 – JUNE 2009

- Resolution Accepting 30' Wide Utility Easement and Right of Way from Eastern Avenue **Adopted November 5, 2008**
- Resolution Accepting a State of New Hampshire State Library Conservation Grant [\$2,950] **Adopted August 5, 2008**
- Resolution Accepting Angela Lane as a City Street **Adopted November 5, 2008**
- Resolution Accepting Asset Forfeiture Donation to the Rochester Police Department from the US Department of Justice Drug and Enforcement Agency **Adopted January 6, 2009**
- Resolution Accepting Asset Forfeiture Equitable Sharing Payment to the Rochester Police Department from the US Department of Justice, Drug Enforcement Agency [\$2,776] **Adopted February 3, 2009**
- Resolution Accepting Asset Forfeiture Equitable Sharing Payment to the Rochester Police Department from the US Department of Justice, Drug Enforcement Agency [\$2,295.86] **Adopted February 3, 2009**
- Resolution Accepting COPS Grant to the Rochester Police Department [\$233,825] **Adopted October 7, 2008**
- Resolution Accepting Department of Justice Underage Drinking Laws Enforcement Grant and Making A Supplemental Appropriation in Connection Therewith [\$5,000] **Adopted August 19, 2008**
- Resolution Accepting Donation to the City of Rochester, Fire Department from Lorraine Nelson [\$100] **Adopted August 5, 2008**
- Resolution Accepting Easement for Turnaround on Woodlawn Avenue **Adopted October 7, 2008**
- Resolution Accepting Ebony Drive as a City Street **Adopted November 18, 2008**
- Resolution Accepting Fire Department Donation from the Rochester Investment Club **Adopted January 6, 2009**
- Resolution Accepting Fund From the Flatley Company for the Establishment of a Perpetual Care Fund for the So-Called French Hussey Cemetery **Adopted October 7, 2008**
- Resolution Accepting Grant for the Rochester Police Department for DWI Enforcement **Adopted June 16, 2009**
- Resolution Accepting JAG Grant to the Rochester Police Department [\$12,055] **Adopted October 7, 2008**
- Resolution Accepting Hiltons Lane as a City Street **Adopted November 18, 2008**
- Resolution Accepting Holy Rosary Regional Credit Union Donation and Making a Supplemental Appropriation in Connection Therewith [\$50] **Adopted August 5, 2008**
- Resolution Accepting Jay Way as a City Street **Adopted November 18, 2008**
- Resolution Accepting Jeremiah Lane as a City Street **Adopted October 7, 2008**
- Resolution Accepting Land Situate off Betts Road and Cross Road **Adopted January 6, 2009**

- Resolution Accepting New Hampshire Department of Safety, Homeland Security, Emergency Management Exercise and Evaluation Grant **Adopted June 9 2009**
- Resolution Accepting New Hampshire Department of Safety Homeland Security and Emergency Management Grant for Hazard Mitigation **Adopted June 16, 2009**
- Resolution Accepting Regency Court as a City Street **Adopted November 5, 2008**
- Resolution Accepting SUR Construction Gift and Waste Management Grant to the Rochester River Street Park Project [\$50,000] **Adopted December 2, 2008**
- Resolution Accepting Seavey Brook Lane as a City Street **Adopted November 5, 2008**
- Resolution Accepting Service Credit Union Donation [\$1,000] **Adopted August 5, 2008**
- Resolution Accepting the Timberland Company Community Investment Grant **Adopted February 3, 2009**
- Resolution Accepting United States Department of Housing and Urban Development Grant for Public Facility Improvements [\$82,093] **Adopted June 16, 2009**
- Resolution Accepting United States Department of Housing and Urban Development Grant for the City's Neighborhood Stabilization Program [\$2,400,000] **Adopted June 16, 2009**
- Resolution Accepting US Department of Justice Grant to the Rochester Police Department for Purchase of Bulletproof Vests [\$3,002] **Adopted December 2, 2008**
- Resolution Accepting United States Attorney's Office National Project Safe Neighborhood Conference Grant [\$1,100] **Adopted August 19, 2008**
- Resolution Accepting and Appropriating Excess Host Community Fees **Adopted June 2, 2009**
- Resolution Adopting E-911 Committee Proposal Regarding Street Name and/or Numbering Changes **Partially Adopted June 2, 2009**
- Resolution Adopting E-911 Committee Proposal Regarding Street Name or Numbering Changes **Partially Adopted May 5, 2009**
- Resolution Adopting Policy Regarding Payment of L.U.C.T. in Regard to So-Called Cluster Developments **Adopted February 3, 2009**
- Resolution Approving 2008-2009 Operating Budget for the City of Rochester **Adopted June 16, 2009**
- Resolution Approving 2009-2010 CIP Budget **Adopted June 16, 2009**
- Resolution Approving Cost Items Associated with Proposed Rochester School Department Collective Bargaining Agreement with the Rochester Administrative Unit **Adopted September 2, 2008**
- Resolution Approving Cost Items Associated with proposed Three Year Collective Bargaining Agreement Between the Rochester School Board/District and the RDT Para-Professional Bargaining Unit **Adopted November 5, 2008**
- Resolution Approving Transfers in the Community Development Block Grant Budget and Authorizing Appropriation in Connection Therewith **Adopted November 5, 2008**
- Resolution Approving Transfers in the Community Development Block Grant Budget and Authorizing Appropriations In Connection Therewith for Community Center Restroom Renovations **Adopted March 3, 2009**
- Resolution Approving the 2009-2010 Community Development Budget for the City of Rochester **Adopted May 5, 2009**

- Resolution Authorizing Annual Appraisal of Real Estate Pursuant to RSA 75:8-b **Adopted June 2, 2009**
- Resolution Authorizing City Manager to Accept Grants for the So-Called Sheepboro Road Water Supply Project **Adopted January 6, 2009**
- Resolution Authorizing City Manager to Enter into Cable Television Franchise Agreement with Metrocast Cablevision **Adopted August 5, 2008**
- Resolution Authorizing City Manger to Enter into Lease Agreement Regarding the Rochester Opera House **Adopted February 3, 2009**
- Resolution Authorizing City Manger to Sign Agreement Entitled “Waiver of Declaration of Covenants Conditions and Restrictions: Ten Rod Road Industrial Park, Rochester, New Hampshire, Department of Transportation Relative to Land Situate in the Ten Rod Road Industrial Park **Adopted January 6, 2009**
- Resolution Authorizing Closure of Factory Court to Regular Vehicular Traffic **Adopted February 3, 2009**
- Resolution Authorizing Execution of Extension of City Manger’s Contract **Adopted January 6, 2009**
- Resolution Authorizing Loan for Economic Development Purposes **Adopted November 5, 2008**
- Resolution Authorizing Police Department Application for Commercial Equipment Direct Assistance Program Grant [\$17,000] **Adopted August 5, 2008**
- Resolution Authorizing Police Department Application for Community Oriented Policing Services COPS Grant [\$233,825] **Adopted July 1, 2008**
- Resolution Authorizing Police Department Application for JAG Grant [\$12,000] **Adopted July 1, 2008**
- Resolution Authorizing Sale of City Owned Land **Adopted April 21, 2009**
- Resolution Authorizing Supplemental Appropriation for Improvements to the Community Center **Adopted June 9, 2009**
- Resolution Authorizing Supplemental Appropriation for School Lunch Program [\$31,433] **Adopted October 7, 2008**
- Resolution Authorizing Supplemental Appropriation for School Lunch Program **Adopted June 2, 2009**
- Resolution Authorizing Supplemental Appropriation of CDBG Job Fund Revolving Loan Account Funds for Factory Court **Adopted February 3, 2009**
- Resolution Authorizing Supplemental Appropriation of Economic Development Fund Account Funds for Downtown Rochester Economic Development Purposes **Adopted May 5, 2009**
- Resolution Authorizing Supplemental Appropriations to the 2008-2009 Operating Budget of the Rochester School Department **Adopted June 2, 2009**
- Resolution Authorizing Supplemental Appropriations to the FY 2009 CIP Budget of the City of Rochester Relative to Wallace Street Redevelopment **Adopted August 5, 2008**
- Resolution for the City of Rochester Neighborhood Stabilization Program Residential Anti-Displacement and Relocation Assistance Plan **Adopted June 16, 2009**

- Resolution Clarifying Use of Additional Motor Vehicle Registration Fees Acquired Pursuant to the Provisions of RSA 261:153,VI **Adopted September 2, 2008**
- Resolution Confirming City of Rochester's Request for Injunctive Relief **Adopted May 5, 2009**
- Resolution DeAuthorizing A Portion of the City of Rochester 2008-2009 Operating Budget Appropriation for County A taxes **Adopted September 2, 2008**
- Resolution DeAuthorizing Certain Capital Improvement Project Appropriations **Adopted May 19, 2009**
- Resolution DeAuthorizing Portion of Capital Improvement Project Appropriation **Adopted June 16, 2009**
- Resolution DeAuthorizing Various Capital Improvement Project Appropriations **Adopted December 2, 2008**
- Resolution DeAuthorizing Various Police Department 2007-2008 Operating Budget Supplemental Appropriations [\$25,550] **Adopted September 2, 2008**
- Resolution Establishing A Community Revitalization Tax Relief District Pursuant to the Provisions of RSA 79-E: 2,I **Adopted September 2, 2008**
- Resolution Establishing Polling Places and Times for the September 9, 2008 State Primary Election, and for the Presidential Election to be Held on November 4, 2008 **Adopted August 5, 2008**
- Resolution Establishing Real Property Tax Credit in the City of Rochester for Surviving Spouses of Certain Killed or Deceased Veterans **Adopted October 7, 2008**
- Resolution For Approval of Application for Neighborhood Stabilization Plan Project Application and Authorization of Execution of National Stabilization Plan Contract and Related Documents **Adopted April 21, 2009**
- Resolution Giving Authority to File and Designation of Authorized Representative **Adopted April 21, 2009**
- Resolution Granting Community Revitalization Tax Relief to the Property Situate at 19 Charles Street Under the Provisions of RSA 79-E **Adopted October 7, 2008**
- Resolution Granting Community Revitalization Tax Relief to the So-Called Scenic Theater under RSA 79-E **Adopted July 1, 2008**
- Resolution Granting Utility Easement, Snow Storage Easement, Reciprocal Access Parking and Maintenance Easement and Canopy Easement to 17 Wakefield Street **Adopted November 5, 2008**
- Resolution Making Supplemental Appropriation for Completion of the So-Called 48 Church Street Project **Adopted November 5, 2008**
- Resolution Making Supplemental Appropriation to the 2008-2009 Rochester Police Department Operating Budget for Law Enforcement Training Sessions and Staff Development Purposes **Adopted May 5, 2009**
- Resolution Making Supplemental Appropriation to the 2008-2009 Rochester Police Department Operating Budget for Law Enforcement Training Sessions and Staff Development Purposes **Adopted November 5, 2008**
- Resolution Objecting to Chrysler's Termination of Dealership by Chrysler **Adopted June 2, 2009**

- Resolution Ordering That the Proposed Tax Cap Amendment be Placed on the Next Regular State Biennial Election Ballot and That the Resolution Constitute the Report Required Under the Provisions of RSA 49-B: 5,IV **Adopted August 19, 2008**
- Resolution Ordering that the Proposed Tax Cap Amendment to the Rochester City Charter be Placed on the next Regular State Biennial Election Ballot **Adopted September 2, 2008**
- Resolution Pursuant to RSA 49-B: 5,IV **Adopted August 5, 2008**
- Resolution Pursuant to RSA 49-B: 5,IV Ordering Public Hearing on Petitioned So-Called Tax Cap Charter Amendment **Adopted August 19, 2008**
- Resolution Releasing Dedication of So-Called Willow Street **Adopted July 1, 2008**
- Resolution Requesting a Requisition Exemption from the Requirements of the New Hampshire Shoreland Protection Act RSA 483-B, For the Urbanized Shore Lines of the Cocheco River in Rochester and Gonic and of the Salmon Falls River in East Rochester **Adopted April 21, 2009**
- Resolution Submitting Entire Record of August 19, 2008, Public Hearing on So-Called Tax Cap Amendment to the Rochester City Charter **Adopted August 19, 2008**
- Resolution Authorizing and Supporting Supplemental Appropriation Regarding Water Source Development Project **Adopted May 19, 2009**
- Resolution Supporting Poulin Auto Country's Appeal of Dealership Termination by General Motors **Adopted June 2, 2009**
- Resolution Transferring Control and Care of Land Known as 6 Hillsdale Road to the Rochester School Board **Adopted July 1, 2008**
- Resolution for Supplemental Appropriation for Completion of the So-Called Jay Way Project [\$40,295.26] **Adopted August 5, 2008**
- Resolution for Supplemental Appropriation to the Conservation Fund Pursuant to the Provisions of Section 11.21(c) of the General Ordinance of the City of Rochester **Adopted June 16, 2009**
- Resolution to make Application for Two Grants for the Police Department and One For Public Buildings **Adopted June 16, 2009**



Rochester Common in Winter

**AMENDMENTS TO CITY ORDINANCES
JULY 2008 TO JUNE 2009**

- Amendment to Ordinance Relative to Sewer User Rate **Adopted June 16, 2009**
- Amendment to Ordinance Relative to Water User Rate **Adopted June 16, 2009**
- Amendment to Ordinances Relative to Implementation of So-Called Tax Cap Charter Amendment **Adopted January 6, 2009**
- Amendment to Z
- Zoning Ordinance Relative to Frontage **Adopted February 3, 2009**
- Amendment to Zoning Ordinance Relative to Impact Fees **Adopted September 2, 2008**

REPORT OF THE CODE ENFORCEMENT DEPARTMENT 2008- 2009

The Code Enforcement Department has been extremely active. As the population of the City of Rochester has grown to almost 32,000 residents, so does the responsibility of the department to enforce applicable rules and regulations of the City of Rochester. This office remains dedicated to this responsibility and will continue its program of proactive code enforcement ensuring the health and safety of the citizens of Rochester.

The total revenue collected by the Code Enforcement Department is categorized as follows:

Food Establishment Licenses	\$ 26,755.50
Code Enforcement Permits	4,345.00
Building Permits	229,610.00
Miscellaneous Permits & Fees	<u>2,645.50</u>
TOTAL	\$ 263,356.00
Less Refunds, Waived Fees (Veteran & Municipal Status)	<16,694.00>
TOTAL	\$ 246,662.00

The total amount expended by the department was \$451,405.76

BUILDING INSPECTION

The major duties of the department include the administration of National Codes, the review and issuance of building permits, and the inspection of construction sites to ensure conformance of these codes; additionally enforce compliance of the Zoning Ordinance and Planning Board approvals.

A total of 1,565 permits were issued with an estimated building cost of \$24,146,840. With the combination of building, health, and miscellaneous inspections and activities, there were 5,589 inspections completed. Additionally there were 1,565 plans reviewed.

HEALTH

The major health related duties of the department continue to be the licensing and inspections of two hundred forty (240) of the City's food service establishments. We have worked closely with the owners and operators to ensure compliance with the New Hampshire rules for the sanitary production and distribution of food. During the year each food establishment was inspected a minimum of two to three times. As a whole, Rochester's food establishments are in full compliance.

The department also performed inspections of day care and foster home facilities, investigated housing code complaints and responded to various health-related concerns for the citizens of Rochester.

The Board of Health comprised the following members:

Dr. Thomas Moon, D.V.M., Chairman

John Larochelle, Regular Member

Dr. Hoerman, Physician

Regular Member, Vacant

Mr. Thomas R. Abbott, Health Officer

CODE ENFORCEMENT

Other general activities by the department include: Inspections and licensing of twenty four (24) mobile home parks, licensing of movie theaters, pool tables, video games, all taxi (company, drivers, and cars), three (3) motor vehicle junk yards, twenty four (24) second hand dealers, three (3) pawnbrokers and miscellaneous hawkers & peddlers. The department has also investigated 127 citizen complaints and zoning infractions.

Respectfully submitted,

Thomas R. Abbott

Director

Code Enforcement Services

REPORT OF ECONOMIC DEVELOPMENT 2008 - 2009

The Economic Development Department completed a successful year of operations focused on Business Attraction, Retention and Expansion, Downtown Revitalization, Marketing, Fiscal Management and Administration and implementing Economic Development Strategy and Policy. These efforts were strongly impacted by the national economic crisis, collapse of credit markets, continuing housing fiascos and negative consumer confidence and spending across all sectors. Businesses located in Rochester fared far better than the national average, however, and struggled to remain stable while being rocked by factors outside of local control.

The City's Downtown Revitalization plans remained strong and active as the Rochester Main Street Program with more than 100 volunteers held events and completed a number of projects with city support in talent and funding. Factory Court, once a hazardous alleyway between downtown blocks, was reinvented as a pedestrian courtyard for entertainment, gathering or just watching the activity on North Main Street. This collaborative effort required a lot of cooperation between many partners, and the city contributed funding in the form of CDBG as well as staff support from multiple departments including Economic Development. Rochester Main Street also welcomed Mike Provost, an award winning, certified Main Street Executive Director to lead the program. The city constructed new municipal parking on Columbus Ave. adjacent to the China Palace, supporting the area businesses and beautifying the entryway to Downtown. Overall the vacancy rate decreased slightly in both commercial and residential space in the Downtown district, considering the economy a wonderful success.

The impacts of the national and regional economy generated many opportunities to connect with businesses of all sizes in the City of Rochester, and to find ways to support them through the recession. Some firms were forced to downsize and layoff employees or reduce hours, however Rochester did not lose one of the major employers the way many other communities did: Thompson Center Arms (purchased by Smith and Wesson) did have two sizeable layoffs of 35 and 65 but then stabilized. Frisbie Memorial furloughed 26, Spaulding Composites, Lydall and Albany Engineered Composites all downsized as well. The REDC sponsored an Executive Roundtable to discuss staffing, workforce training, productivity and morale issues that was well attended and allowed C-level execs the opportunity to network with peers and generate ideas and discussion around the topic. This fed well into the city's Business Retention & Expansion Program for industry, and a similar program for smaller entrepreneurial Main Street businesses that are struggling to adapt to the national economic changes is being developed for the future.

Granite State Business Park, the city's premier business park, still has land lots available for sale and development, although the existing buildings are fully occupied. The REDC developed a strategic plan to complete Phase I development and begin on Phase II. The city also worked with Albany Engineered Composites on a further expansion of their facility on Airport Drive, up to an additional 100,000 square feet, by supplying 2 lots with 8+ acres of land for

future expansion. Albany currently employs 120 in Rochester, and plans to move their Research & Development Facility from Massachusetts to Rochester at the end of the 2009 calendar year. Not many lots are remaining to be developed in Phase I.

Plans for the Granite Ridge Development District continue to advance, the city's engineering firm CLD completed the analysis of the district and estimates and additional 1.6 million square feet of development can be supported by the land, and with some improvement, the road system. This report has been presented to multiple groups of stakeholders including many of the property owners, the Planning Board, Public Works Committee, and more. The anticipated costs for common area road improvements, water and sewer extensions and upgrades came to more than \$22 million. The REDC will be evaluating funding mechanisms for publicly supporting the improvements as an incentive for development.

Brownfield redevelopment of the property on Wallace St. formerly occupied by Advanced Recycling has commenced with the NH DES testing of soil and water. Some mild contamination was identified, but the odds for mitigation and redevelopment appear very high and the city has applied for mitigation funding through state programs. Negotiations are continuing to enlarge the property with acquisition from NH Northcoast Railroad on an adjacent parcel.

Construction projects also have an impact on business, and the South Main Street reconstruction proved to be very disruptive for many in the immediate area. Although widening the channels of communication was the goal of initial efforts, the city has learned some difficult lessons including the need for an on-site construction manager on a project of that magnitude. This and other experiences will assist the city in the next major reconstruction project on the North Main Street Bridge. This historic structure is one of the main arteries into Downtown and three exits from the Spaulding Turnpike, 13-14-15, in addition to not-yet-reconstructed Strafford Square, all feed to this entrance of the central business and financial district. Planning and communication with businesses has been significant and the city is developing a mitigation plan to support the business community during the construction period and beyond.

Marketing to enhance the business environment and to support attraction efforts have remained at previous levels, and the city needs those efforts to remain strong and successful. The Economic Development Department redesigned it's website www.thinkrochester.biz and enlisted the services of ED Suite to add new functionality to the site. Now visitors will find a comprehensive property-listing tool that allows for multiple pictures, floor plans and live connection to Google Maps and Google Earth to look at available locations. We've also added easily changeable data sheets, RSS feeds and an online proposal system and lead generation system that keeps the small department organized and efficient.

In other marketing initiatives, we worked to produce a five-minute video for The Economic Report, hosted by Greg Gumbel. The video is in a format for digital sharing and has aired as inserts on regional news broadcasts in target markets we selected. The digital file is currently shared on our YouTube channel, as well as distributed on the ThinkRochester memory

stick for the International Council of Shopping Center Trade Show in Las Vegas in May. We've continued collaborative ads in regional publications, and have a special focus on real estate such as the New England Real Estate Journal and Northeast Real Estate Business.



Parson Main in the Spring

REPORT OF THE CITY FINANCE OFFICE 2008-2009
--

For the fiscal year ending June 30th, 2009 the City's fiscal health is excellent. Continued close monitoring of City accounts and fund balances will ensure future stability.

The following financial statements and auditor's report substantiates the fiscal health of the City.

As of June 30, 2009 the City returned sufficient funds to the General Fund to remain above the required 5% undesignated unreserved portion of fund balance. Subsequent to June 30, 2009, a portion of the fund balance was used to offset taxes.

Fiscal Year 2008-2009 was overall financially positive for the City of Rochester.

Respectfully Submitted,

Brian G. LeBrun
Deputy City Manager

EXHIBIT A
CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Net Assets
June 30, 2009

	Primary Government		
	Governmental Activities	Business-type Activities	Total
ASSETS			
Current Assets:			
Cash and cash equivalents	\$ 15,949,446		\$ 15,949,446
Investments	12,980,413		12,980,413
Taxes receivable, net	1,499,197		1,499,197
Accounts receivable	832,030	\$ 2,655,565	3,487,595
Due from other governments	2,001,307	1,522,748	3,524,055
Internal balances	2,256,907	(2,256,907)	-
Deferred debt financing expense	53,670	11,840	65,510
Prepaid expenses	26,524	11,597	38,121
Inventory	16,034	248,539	264,573
Total Current Assets	<u>35,615,528</u>	<u>2,193,382</u>	<u>37,808,910</u>
Noncurrent Assets:			
Due from other governments		3,280,353	3,280,353
Tax deeded property	122,279		122,279
Deferred debt financing expense	226,711	50,013	276,724
Capital assets:			
Non-depreciable capital assets	27,531,554	12,089,643	39,621,197
Depreciable capital assets, net	73,289,599	60,342,470	133,632,069
Total Noncurrent Assets	<u>101,170,143</u>	<u>75,762,479</u>	<u>176,932,622</u>
Total Assets	<u>\$ 136,785,671</u>	<u>\$ 77,955,861</u>	<u>\$ 214,741,532</u>
LIABILITIES			
Current Liabilities:			
Accounts payable	\$ 1,805,389	\$ 225,003	\$ 2,030,392
Accrued expenses	5,128,937	936,567	6,065,504
Retainage payable	361,183	132,833	494,016
Deferred revenue	18,462,745	438,484	18,901,229
Deposits	948,011		948,011
Deferred bond premium	13,473		13,473
Current portion of bonds payable	5,418,622	2,226,470	7,645,092
Total Current Liabilities	<u>32,138,360</u>	<u>3,959,357</u>	<u>36,097,717</u>
Noncurrent Liabilities:			
Deferred bond premium	156,204		156,204
Bonds payable	41,762,705	25,466,855	67,229,560
Other long-term obligations		3,720,141	3,720,141
Other post-employment benefits payable	624,431	71,459	695,890
Compensated absences payable	881,490		881,490
Total Noncurrent Liabilities	<u>43,424,830</u>	<u>29,258,455</u>	<u>72,683,285</u>
Total Liabilities	<u>75,563,190</u>	<u>33,217,812</u>	<u>108,781,002</u>
NET ASSETS			
Invested in capital assets, net of related debt	53,639,826	41,018,647	94,658,473
Restricted	891,157		891,157
Unrestricted	6,691,498	3,719,402	10,410,900
Total Net Assets	<u>61,222,481</u>	<u>44,738,049</u>	<u>105,960,530</u>
Total Net Assets and Liabilities	<u>\$ 136,785,671</u>	<u>\$ 77,955,861</u>	<u>\$ 214,741,532</u>

EXHIBIT B
CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Activities
For the Year Ended June 30, 2009

Functions/Programs	Expenses	Net (Expense) Revenue and Changes in Net Assets			
		Program Revenues			Total
		Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities:					
General government	\$ 3,844,309	\$ 24,185	\$ 2,950	\$ 110,434	\$ (3,706,740)
Public safety	11,527,641	454,435	767,886	1,547,589	(8,757,731)
Highways and streets	6,090,218	110,916	542,690		(5,436,612)
Health and welfare	420,857				(420,857)
Culture and recreation	1,771,170	188,918			(1,582,252)
Community development	800,426		411,068		(389,358)
Community services	726,976	646,919			(80,057)
Education	52,469,529	2,470	26,847,270		(25,619,789)
Food service	1,664,234	866,638	820,669		23,073
Interest and fiscal charges	2,334,481				(2,334,481)
Intergovernmental	5416,767				(5,416,767)
Total governmental activities	87,066,608	2,794,481	29,392,533	1,658,023	(53,721,571)
Business-type activities:					
Sewer	4,075,383	4,562,046		375,436	862,099
Water	3,079,555	3,309,495		25,015	254,955
Nonmajor enterprise fund	416,616	455,896			39,280
Total business-type activities	7,571,554	8,327,437	-	400,451	1,156,334
Total primary government	\$ 94,638,162	\$ 10,621,918	\$ 29,392,533	\$ 2,058,474	(52,565,237)
General revenues:					
Property and other taxes					47,039,310
Licenses and permits					4,158,834
Grants and contributions:					
State shared revenues				530,950	530,950
Rooms and meals tax distribution				1,578,129	1,578,129
Interest and investment earnings				473,100	484,350
Miscellaneous				3,635,519	3,696,552
Total general revenues				57,215,842	57,288,125
Change in net assets				3,494,271	4,722,888
Net assets - beginning, as restated				57,728,210	101,237,642
Net assets - ending				\$ 61,222,481	\$ 105,960,530

See accompanying notes to the basic financial statements

EXHIBIT C
CITY OF ROCHESTER, NEW HAMPSHIRE
Balance Sheet
Governmental Funds
June 30, 2009

	General Fund	Capital Projects Fund	Other Governmental Funds	Total Governmental Funds
ASSETS				
Cash and cash equivalents	\$ 15,610,501		\$ 338,945	\$ 15,949,446
Investments	12,924,010		56,403	12,980,413
Taxes receivable, net	1,499,197			1,499,197
Accounts receivable	390,768		441,262	832,030
Due from other governments		\$ 673,168	1,328,139	2,001,307
Due from other funds	6,988,892		1,993,420	8,982,312
Prepaid expenses	26,524			26,524
Inventory	5,332		10,702	16,034
Tax decded property	122,279			122,279
Total Assets	<u>\$ 37,567,503</u>	<u>\$ 673,168</u>	<u>\$ 4,168,871</u>	<u>\$ 42,409,542</u>
LIABILITIES				
Accounts payable	\$ 1,279,952	\$ 214,539	\$ 310,898	\$ 1,805,389
Accrued expenses	4,300,148		20,228	4,320,376
Retainage payable		361,183		361,183
Deferred revenue	19,413,532		345,977	19,759,509
Deposits	948,011			948,011
Due to other funds	1,993,420	3,331,496	1,400,489	6,725,405
Total Liabilities	<u>27,935,063</u>	<u>3,907,218</u>	<u>2,077,592</u>	<u>33,919,873</u>
FUND BALANCES				
Reserved for endowments			41,737	41,737
Reserved for prepaid expenses	26,524			26,524
Reserved for inventory	5,332		10,702	16,034
Reserved for special purposes	20,000			20,000
Unreserved (deficit) reported in:				
General fund	9,580,584			9,580,584
Special revenue funds			2,024,174	2,024,174
Capital projects funds		(3,234,050)		(3,234,050)
Permanent funds			14,666	14,666
Total Fund Balances	<u>9,632,440</u>	<u>(3,234,050)</u>	<u>2,091,279</u>	<u>8,489,669</u>
Total Liabilities and Fund Balances	<u>\$ 37,567,503</u>	<u>\$ 673,168</u>	<u>\$ 4,168,871</u>	
Amounts reported for governmental activities in the statement of net assets are different because:				
Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds				100,821,153
Property taxes are recognized on an accrual basis in the statement of net assets, not the modified accrual basis				1,296,764
Deferred debt expense is recognized on an accrual basis in the statement of net assets, not the modified accrual basis				280,381
Deferred bond premiums are recognized on an accrual basis in the statement of net assets, not the modified accrual basis				(169,677)
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:				
Bonds payable				(47,181,327)
Other post-employment benefits				(624,431)
Compensated absences				(881,490)
Accrued interest on long-term obligations				(808,561)
Net assets of governmental activities				<u>\$ 61,222,481</u>

EXHIBIT E
CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Net Assets
Proprietary Funds
June 30, 2009

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
ASSETS				
Current Assets:				
Accounts receivable	\$ 1,645,527	\$ 998,144	\$ 11,894	\$ 2,655,565
Due from other governments	1,522,668	80		1,522,748
Due from other funds		4,493		4,493
Deferred debt financing expense	6,448	5,392		11,840
Prepaid expenses		11,597		11,597
Inventory		248,539		248,539
Total Current Assets	<u>3,174,643</u>	<u>1,268,245</u>	<u>11,894</u>	<u>4,454,782</u>
Noncurrent Assets:				
Due from other governments	3,280,353			3,280,353
Deferred debt financing expense	27,236	22,777		50,013
Capital assets:				
Non-depreciable capital assets	4,832,581	7,185,089	71,973	12,089,643
Depreciable capital assets, net	<u>39,582,320</u>	<u>19,758,379</u>	<u>1,001,771</u>	<u>60,342,470</u>
Total Noncurrent Assets	<u>47,722,490</u>	<u>26,966,245</u>	<u>1,073,744</u>	<u>75,762,479</u>
Total Assets	<u>\$ 50,897,133</u>	<u>\$ 28,234,490</u>	<u>\$ 1,085,638</u>	<u>\$ 80,217,261</u>
LIABILITIES				
Current Liabilities:				
Accounts payable	\$ 109,203	\$ 109,049	\$ 6,751	\$ 225,003
Accrued expenses	677,277	234,495	24,795	936,567
Retainage payable	50,338	82,495		132,833
Deferred revenue	436,752		1,732	438,484
Due to other funds	250,870	1,995,109	15,421	2,261,400
Current portion of bonds payable	<u>1,538,380</u>	<u>620,325</u>	<u>67,765</u>	<u>2,226,470</u>
Total Current Liabilities	<u>3,062,820</u>	<u>3,041,473</u>	<u>116,464</u>	<u>6,220,757</u>
Noncurrent Liabilities:				
Bonds payable	17,352,941	7,366,032	747,882	25,466,855
Other long-term obligations	1,963,077	1,757,064	-	3,720,141
Other post-employment benefits payable	<u>34,663</u>	<u>33,256</u>	<u>3,540</u>	<u>71,459</u>
Total Noncurrent Liabilities	<u>19,350,681</u>	<u>9,156,352</u>	<u>751,422</u>	<u>29,258,455</u>
Total Liabilities	<u>22,413,501</u>	<u>12,197,825</u>	<u>867,886</u>	<u>35,479,212</u>
NET ASSETS				
Invested in capital assets, net of related debt	23,560,503	17,200,047	258,097	41,018,647
Unrestricted (deficit)	<u>4,923,129</u>	<u>(1,163,382)</u>	<u>(40,345)</u>	<u>3,719,402</u>
Total Net Assets	<u>28,483,632</u>	<u>16,036,665</u>	<u>217,752</u>	<u>44,738,049</u>
Total Liabilities and Net Assets	<u>\$ 50,897,133</u>	<u>\$ 28,234,490</u>	<u>\$ 1,085,638</u>	<u>\$ 80,217,261</u>

EXHIBIT F
CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Revenues, Expenses and Changes in Net Assets
Proprietary Funds
For the Year Ended June 30, 2009

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
Operating revenues:				
Charges for services	\$ 4,562,046	\$ 3,309,495	\$ 455,896	\$ 8,327,437
Miscellaneous	<u>25,627</u>	<u>35,406</u>	<u>-</u>	<u>61,033</u>
Total operating revenues	<u>4,587,673</u>	<u>3,344,901</u>	<u>455,896</u>	<u>8,388,470</u>
Operating expenses:				
Personnel services	1,058,689	1,096,780	191,277	2,346,746
Materials and supplies	400,454	350,283	13,951	764,688
Utilities	460,775	143,256	95,013	699,044
Depreciation	968,840	829,763	41,797	1,840,400
Miscellaneous	<u>309,077</u>	<u>327,852</u>	<u>36,406</u>	<u>673,335</u>
Total operating expenses	<u>3,197,835</u>	<u>2,747,934</u>	<u>378,444</u>	<u>6,324,213</u>
Operating income	<u>1,389,838</u>	<u>596,967</u>	<u>77,452</u>	<u>2,064,257</u>
Non-operating revenues (expenses):				
Interest revenue	-	10,000	1,250	11,250
Interest expense	<u>(877,548)</u>	<u>(331,621)</u>	<u>(38,172)</u>	<u>(1,247,341)</u>
Net non-operating revenues (expenses)	<u>(877,548)</u>	<u>(321,621)</u>	<u>(36,922)</u>	<u>(1,236,091)</u>
Income before contributions	512,290	275,346	40,530	828,166
Capital contributions	<u>375,436</u>	<u>25,015</u>	<u>-</u>	<u>400,451</u>
Change in net assets	887,726	300,361	40,530	1,228,617
Total net assets at beginning of year	<u>27,595,906</u>	<u>15,736,304</u>	<u>177,222</u>	<u>43,509,432</u>
Total net assets at end of year	<u>\$ 28,483,632</u>	<u>\$ 16,036,665</u>	<u>\$ 217,752</u>	<u>\$ 44,738,049</u>

EXHIBIT G
CITY OF ROCHESTER, NEW HAMPSHIRE
Statement of Cash Flows
Proprietary Funds
For the Year Ended June 30, 2009

	Business-type Activities			
	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	Totals
Cash flows from operating activities:				
Cash received from customers	\$ 4,505,737	\$ 3,284,087	\$ 449,583	\$ 8,239,407
Cash paid to suppliers	(1,564,049)	(1,227,708)	(224,252)	(3,016,009)
Cash paid to employees	(775,255)	(751,438)	(127,192)	(1,653,885)
Net cash provided by operating activities	<u>2,166,433</u>	<u>1,304,941</u>	<u>98,139</u>	<u>3,569,513</u>
Cash flows from capital and related financing activities:				
Purchases of capital assets	(1,184,140)	(2,720,748)	(33,361)	(3,938,249)
Proceeds from long-term debt	296,902	703,595		1,000,497
Principal paid on long-term debt	(1,823,544)	(755,699)	(57,235)	(2,636,478)
Interest paid on long-term debt	(826,045)	(352,443)	(39,114)	(1,217,602)
Capital contributions	<u>521,826</u>	<u>10,506</u>		<u>532,332</u>
Net cash (used) for capital and related financing activities	<u>(3,015,001)</u>	<u>(3,114,789)</u>	<u>(129,710)</u>	<u>(6,259,500)</u>
Cash flows from investing activities:				
Interest on investments	-	10,000	1,250	11,250
Net cash provided by investing activities	<u>-</u>	<u>10,000</u>	<u>1,250</u>	<u>11,250</u>
Net (decrease) in cash and cash equivalents	(848,568)	(1,799,848)	(30,321)	(2,678,737)
Cash and cash equivalents (deficiency) at beginning of year	<u>597,698</u>	<u>(190,768)</u>	<u>14,900</u>	<u>421,830</u>
Cash and cash equivalents (deficiency) at end of year	<u>\$ (250,870)</u>	<u>\$ (1,990,616)</u>	<u>\$ (15,421)</u>	<u>\$ (2,256,907)</u>
Reconciliation of operating income to net cash provided by operating activities:				
Operating income	\$ 1,389,838	\$ 596,967	\$ 77,452	\$ 2,064,257
Adjustments to reconcile operating income to net cash provided by operating activities:				
Depreciation expense	968,840	829,763	41,797	1,840,400
Changes in assets and liabilities:				
Accounts receivable	(52,655)	(60,814)	(6,313)	(119,782)
Prepaid expenses		4,900		4,900
Inventory		(17,158)		(17,158)
Accounts payable	(146,336)	(95,011)	(19,576)	(260,923)
Accrued expenses	1,364	13,038	1,239	15,641
Deferred revenue	(29,281)			(29,281)
Other post-employment benefits payable	34,663	33,256	3,540	71,459
Net cash provided by operating activities	<u>\$ 2,166,433</u>	<u>\$ 1,304,941</u>	<u>\$ 98,139</u>	<u>\$ 3,569,513</u>
Non-cash transactions affecting financial position:				
Capital asset additions included in year end liabilities	\$ 50,338	\$ 82,495	\$ -	\$ 132,833
Capitalized construction interest	24,264			24,264
Principal forgiveness on debt		14,515		14,515
Amortization on deferred debt financing	6,448	5,392		11,840
	<u>\$ 81,050</u>	<u>\$ 102,402</u>	<u>\$ -</u>	<u>\$ 183,452</u>

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

In accordance with the City's investment policy, all security transactions must be secured by collateral having a value at least equal to the amount of such funds. The collateral shall only consist of securities in which Cities may invest, as provided in New Hampshire State law (RSA 368:57).

Of the City's deposits with financial institutions at year end \$28,046,264 was collateralized by securities held by the bank in the bank's name. As of June 30, 2009, City investments in the following investment types were held by the same counterparty that was used to buy the securities.

<u>Investment Type</u>	<u>Reported Amount</u>
Federal agency securities	\$ 227,172
U.S. Treasury notes	26,296
Certificates of deposits	30,018
Corporate bonds	217,886
Equity securities	549,166
Mutual funds	135,814
Money market mutual funds	339,897
	<u>\$ 1,526,249</u>

Investment in NHPDIP

The City is a voluntary participant in the New Hampshire Public Deposit Investment Pool (NHPDIP). The NHPDIP is not registered with the United States Securities and Exchange Commission as an investment company. The NHPDIP was created by state law and is administered by a public body of state, local and banking officials.

Investments in the NHPDIP are not investment securities and, as such, are not categorized by risk. The City's exposure to derivatives is indirect through its participation in the NHPDIP. The City's proportional share of these derivatives is not available. The fair value of the position in the investment pool is equal to the value of the pool shares.

NOTE 6---DUE FROM OTHER GOVERNMENTS

Receivables from other governments at June 30, 2009 consist of various federal and state reimbursement receivables. All receivables are considered collectible in full. The sewer state aid grant reimbursements are received over the life of the debt and as such, are classified as current and noncurrent. A summary of the principal items of intergovernmental receivables is as follows:

Police grants	\$ 167,648
Federal food service reimbursement	63,981
Community Development Block Grant	17,793
State and federal school grant reimbursements	1,078,717
State filtration grant	80
State revolving loan funds - Sewer	1,228,390
Sewer state aid grant reimbursement	3,574,631
Capital projects fund - State reimbursements	673,168
	<u>\$ 6,804,408</u>

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

NOTE 7—CAPITAL ASSETS AND DEPRECIATION

The following is a summary of changes in capital assets in the governmental funds:

	Balance 7/1/2008	Additions	Reductions	Balance 6/30/2009
Governmental activities:				
Capital asset not depreciated:				
Land	\$ 6,891,841			\$ 6,891,841
Construction in process	21,073,662	\$ 6,582,379	\$(7,016,328)	20,639,713
Total capital assets not being depreciated	27,965,503	6,582,379	(7,016,328)	27,531,554
Other capital assets:				
Infrastructure	118,672,052	4,210,276		122,882,328
Land improvements	4,667,360	363,024		5,030,384
Buildings and improvements	50,232,882	748,913		50,981,795
Vehicles and equipment	10,884,108	2,273,952		13,158,060
Total other capital assets at historical cost	184,456,402	7,596,165	-	192,052,567
Less accumulated depreciation for:				
Infrastructure	(86,392,951)	(3,140,058)		(89,533,009)
Land improvements	(2,279,335)	(225,025)		(2,504,360)
Buildings and improvements	(18,013,197)	(975,299)		(18,988,496)
Vehicles and equipment	(6,896,505)	(840,598)		(7,737,103)
Total accumulated depreciation	(113,581,988)	(5,180,980)	-	(118,762,968)
Total other capital assets, net	70,874,414	2,415,185	-	73,289,599
Total capital assets, net	\$ 98,839,917	\$ 8,997,564	\$(7,016,328)	\$ 100,821,153

Depreciation was charged to functions as follows:

General government	\$ 274,793
Public safety	436,360
Highways and streets	3,406,264
Culture and recreation	51,801
Community services	25,948
Education	981,386
Food service	4,428
Total governmental activities depreciation expense	\$ 5,180,980

The following is a summary of changes in capital assets in the proprietary funds:

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

	Balance 7/1/2008	Additions	Reductions	Balance 6/30/2009
Business-type activities:				
Capital asset not depreciated:				
Land	\$ 2,653,830			\$ 2,653,830
Construction in process	10,275,823	\$ 3,376,637	\$(4,216,647)	9,435,813
Total capital assets not being depreciated	12,929,653	3,376,637	(4,216,647)	12,089,643
Other capital assets:				
Land improvements	53,600			53,600
Infrastructure	36,338,715	3,262,114		39,600,829
Buildings and improvements	43,640,181	652,230		44,292,411
Vehicles and equipment	3,992,378	719,904		4,712,282
Total other capital assets at historical cost	84,024,874	4,634,248	-	88,659,122
Less accumulated depreciation for:				
Land improvements	(36,600)	(2,000)		(38,600)
Infrastructure	(10,595,165)	(707,701)		(11,302,866)
Buildings and improvements	(13,492,625)	(893,651)		(14,386,276)
Vehicles and equipment	(2,351,862)	(237,048)		(2,588,910)
Total accumulated depreciation	(26,476,252)	(1,840,400)	-	(28,316,652)
Total other capital assets, net	57,548,622	2,793,848	-	60,342,470
Total capital assets, net	\$ 70,478,275	\$ 6,170,485	\$(4,216,647)	\$ 72,432,113

Depreciation was charged to proprietary funds as follows:

Sewer fund	\$ 968,840
Water fund	829,763
Nonmajor enterprise fund	41,797
Total business-type activities depreciation expense	\$ 1,840,400

During the year ending June 30, 2009, the City received donated capital assets. These assets have been recorded at their fair value as of the date received and are included in the government-wide financial statements. The total value received and capitalized during the year is as follows:

Land Improvements	\$ 53,176
-------------------	-----------

NOTE 8—DEFINED BENEFIT PENSION PLAN

Plan Description

The City contributes to the New Hampshire Retirement System (NHRS), a cost-sharing, multiple-employer, defined benefit pension plan administrated by the NHRS Board of Trustees. The plan provides service, disability, death and vested retirement allowances to plan members and beneficiaries. Benefit provisions are established and may be amended by the New Hampshire State legislature. The NHRS issues a publicly available financial report that includes financial statements and required supplementary information for NHRS. That report may be obtained by writing to New Hampshire Retirement System, 54 Regional Drive, Concord, New Hampshire 03301.

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

Funding Policy

Covered public safety employees are required to contribute 9.3% of their covered salary, whereas teachers and general employees are required to contribute 5.0% of their covered salary. The City is required to contribute at an actuarially determined rate. The City's contribution rates for the covered payroll of police officers, fire employees, teachers, and general employees were 11.84%, 15.92%, 5.80%, and 8.74%, respectively. The City contributes 65% of the employer cost for police officers, fire employees, and teachers, and the State contributes the remaining 35% of the employer cost. The City contributes 100% of the employer cost for general employees of the City. In accordance with accounting principles generally accepted in the United States of America (GASB #24), on-behalf fringe benefits contributed by the State of New Hampshire of \$1,144,723 have been reported as a revenue and expenditure of the General Fund in these financial statements.

Under State law (RSA-100:16), plan member contribution rates are established and may be amended by the New Hampshire State legislature and employer contribution rates are determined by the NHRS Board of Trustees based on an actuarial valuation. The City's contributions to the NHRS for the years ending June 30, 2009, 2008 and 2007 were \$2,985,884, \$2,948,973, and \$2,039,729, respectively, equal to the required contributions for each year.

NOTE 9—OTHER POST-EMPLOYMENT BENEFITS

In addition to providing pension benefits, the City provides medical benefits to its eligible retirees. General employees are required to reach age 50 with 10 years of service or age 60 with no service requirement to qualify for this benefit. Police officers and firefighters are required to reach age 45 with 20 years of service or age 60 with no service requirement to qualify for this benefit. Retirees pay the full cost of the health care coverage.

During the year, the City prospectively implemented GASB Statement 45, *Accounting and Financial Reporting by Employers for Post-Employment Benefits Other Than Pensions*. Statement 45 requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the statement of revenues, expenses, and changes in net assets when a future retiree earns their post-employment benefits, rather than when they use their post-employment benefit. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Assets over time.

Annual OPEB Costs

The City's fiscal 2009 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement 45. The ARC represents a level of funding that, if paid, on an ongoing basis, is projected to cover the normal cost each year and amortize the unfunded actuarial liability over a period of thirty years. The City's annual OPEB cost for the year ending June 30, 2009 including the amount actually contributed to the plan, and the change in the City's net OPEB obligation based on an actuarial valuation as of July 1, 2008 is as follows:

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

Annual Required Contribution (ARC)	\$ 1,125,076
Interest on net OPEB obligation	-
Annual OPEB cost	1,125,076
Contributions made	(429,186)
Increase in net OPEB obligation	695,890
Net OPEB obligation - beginning of year	-
Net OPEB obligation - end of year	<u>\$ 695,890</u>

The City's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for year ended June 30, 2009 are as follows:

Year	Annual	Percentage of	Net OPEB
<u>Ended</u>	<u>OPEB Cost</u>	<u>Contributed</u>	<u>Obligation</u>
6/30/2009	\$ 1,125,076	38.1%	\$ 695,890

The City's net OPEB obligation as of June 30, 2009 is recognized as a liability in these financial statements.

Funded Status and Funding Progress for OPEB

The funded status of the plan as of July 1, 2008, the date of the most recent actuarial valuation is as follows:

Actuarial Accrued Liability (AAL)	\$ 10,563,975
Actuarial value of plan assets	-
Unfunded Actuarial Accrued Liability (UAAL)	<u>\$ 10,563,975</u>
Funded ratio (actuarial value of plan assets/AAL)	0.0%
Covered payroll (active plan members)	\$ 36,062,682
UAAL as a percentage of covered payroll	29.3%

Actuarial valuations involve estimates of the value of reported amounts and assumptions about the probability of events in the future. The total cost of providing post-employment benefits is projected, taking into account assumptions about demographics, turnover, mortality, disability, retirement, health care trends, and other actuarial assumptions. Amounts determined regarding the funded status of the plan and the annual required contributions of the employer are subject to continual revision as actual results are compared to past expectations and new estimates are made about the future. The required schedule of funding progress presented as required supplementary information provides multi-year trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

Actuarial Methods and Assumptions for OPEB

Projections of benefits for financial reporting purposes are based on the plan as understood by the City and the plan members and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the City and plan members to that point. Actuarial calculations reflect a long-term perspective and employ methods and assumptions that are designed to reduce short-term volatility in actuarial accrued liabilities and the actuarial value of assets.

In the July 1, 2008 actuarial valuation the projected unit credit cost method was used. The actuarial value of assets was not determined as the City has not advance funded its obligation. The actuarial assumptions included a 4.5% investment rate of return. The amortization costs for the initial Unfunded Actuarial Accrued Liability (UAAL) is a level percentage of payroll for a period of thirty years on an open group basis. This has been calculated assuming the amortization payment increases at a rate of 3.0% per year.

NOTE 10—GENERAL DEBT OBLIGATIONS

General Long-term Obligations

The changes in the City's long-term debt obligations for the year ended June 30, 2009 are as follows:

	Balance 7/1/2008	Additions	Reductions	Balance 6/30/2009	Due Within One Year
Governmental activities:					
Bonds payable	\$ 52,170,439	\$ 692,995	\$ (5,682,107)	\$ 47,181,327	\$ 5,418,622
Capital leases payable	28,200		(28,200)	-	
Other post-employment benefits		1,050,159	(425,728)	624,431	
Compensated absences	847,695	237,859	(204,064)	881,490	-
Total governmental activities	<u>\$ 53,046,334</u>	<u>\$ 1,981,013</u>	<u>\$ (6,340,099)</u>	<u>\$ 48,687,248</u>	<u>\$ 5,418,622</u>
Business-type activities:					
Bonds payable	\$ 28,354,604	\$ 1,852,378	\$ (2,513,657)	\$ 27,693,325	\$ 2,226,470
Other post-employment benefits		76,917	(5,458)	71,459	
Other long-term obligations	4,739,371	946,229	(1,965,459)	3,720,141	-
Total business-type activities	<u>\$ 33,093,975</u>	<u>\$ 2,875,524</u>	<u>\$ (4,484,574)</u>	<u>\$ 31,484,925</u>	<u>\$ 2,226,470</u>

Payments on the general obligation bonds and capital lease obligations of the governmental activities are paid out of the General Fund. Payments on the general obligation bonds and other long-term obligations of the business-type activities are paid out of the Sewer, Water and Arena Funds. Compensated absences and other post-employment benefits will be paid from the fund where the employee's salary is paid.

Governmental Activities

Bonds payable at June 30, 2009 are comprised of the following individual issues:

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

	Original Issue Amount	Interest Rate	Final Maturity Date	Balance at 6/30/09
1991 NHMBB	\$ 5,484,100	6.80%	December 2010	\$ 548,410
1991 NHMBB	13,031,515	6.80%	January 2011	1,140,000
1992 Series D bonds	1,194,500	5.0-6.10%	January 2013	240,000
Refinancing bonds 1994	6,259,500	2.90-5.20%	November 2009	308,100
1995 Series bond issue	2,440,000	5.25-5.625%	August 2015	840,000
1996 Series bond issue	1,197,000	5.625-5.75%	August 2016	468,000
1997 Series bond issue	1,320,000	4.70-5.30%	August 2017	585,000
1998 Series A	1,779,000	3.90-4.75%	August 2018	762,601
2002 Series bond issue	6,383,000	4.25-4.70%	August 2022	4,433,000
2004 Series bond issue	11,169,735	3.10-4.75%	July 2024	8,160,000
2005 Series bond issue - 20 year	3,724,700	4.0-4.40%	January 2026	3,145,000
2005 Series bond issue - 15 year	285,000	4.0-4.25%	January 2021	225,000
2005 Series bond issue - 10 year	2,144,568	4.0-4.25%	January 2016	1,480,000
2005 Series bond issue - Honeywell	9,611,575	4.0-4.25%	January 2016	6,720,000
2005 QZAB	1,382,910	0%	December 2020	1,106,328
Refinancing bonds 2007 - 3 year	1,409,139	5.50-5.60%	August 2010	938,060
Refinancing bonds 2007 - 13 year	3,670,314	5.50-5.80%	August 2020	3,625,255
2008 Series bond issue - 20 year	9,593,958	3.0-5.0%	February 2028	9,108,870
2008 Series bond issue - 10 year	315,380	5.25-6.50%	February 2018	283,729
2008 Series bond issue - 10 year	2,631,970	3.0-5.0%	February 2018	2,370,979
2009 Series bond issue - 20 year	692,995	4.0-5.25%	August 2028	692,995
Totals	<u>\$ 85,720,859</u>			<u>\$ 47,181,327</u>

Debt service requirements to retire general obligation bonds outstanding at June 30, 2009 are as follows:

Year Ending June 30,	Principal	Interest	Total
2010	\$ 5,418,622	\$ 1,935,437	\$ 7,354,059
2011	5,098,431	1,701,088	6,799,519
2012	4,110,058	1,489,474	5,599,532
2013	4,105,962	1,327,479	5,433,441
2014	4,026,865	1,164,751	5,191,616
2015-2019	14,169,867	3,597,640	17,767,507
2020-2024	7,441,535	1,431,495	8,873,030
2025-2028	2,809,987	266,321	3,076,308
Total	<u>\$ 47,181,327</u>	<u>\$ 12,913,685</u>	<u>\$ 60,095,012</u>

As included on the Statement of Activities (Exhibit B), interest for the year ended June 30, 2009 was \$2,334,481 on general obligation debt for governmental activities.

Business-type Activities

Bonds payable at June 30, 2009 are comprised of the following individual issues:

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

	Issue Amount	Interest Rate	Maturity Date	Balance at 6/30/09
1991 NHMBB	\$ 615,900	6.80%	January 2011	\$ 61,590
1992 Series D bonds	405,500	5.0-6.10%	January 2013	80,000
Refinancing bonds 1994	13,240,500	2.90-5.20%	November 2009	81,900
1996 Series bond issue	280,000	5.625-5.75%	August 2016	112,000
1998 Series A	871,000	3.90-4.75%	August 2018	537,399
2002 Series bond issue	2,253,000	4.25-4.70%	August 2022	1,538,000
2002 State Revolving loan fund	19,036,378	4.185%	August 2020	11,539,538
2004 Series bond issue	2,181,000	3.10-4.75%	July 2024	1,735,000
2005 Series bond issue	261,015	4.0-4.40%	January 2026	215,000
2005 State Revolving loan fund	716,020	3.18%	January 2015	429,612
2006 State Revolving loan fund	879,685	3.488%	August 2025	747,733
2007 State Revolving loan fund	341,373	3.352%	July 2027	329,117
2007 State Revolving loan fund	483,988	3.352%	September 2026	438,561
Refinancing bonds 2007 - 3 year	310,862	5.50-5.60%	August 2010	206,940
Refinancing bonds 2007 - 13 year	809,685	5.50-5.80%	August 2020	799,745
2008 Series bond issue - 20 year	5,536,042	3.0-5.0%	February 2028	5,256,130
2008 Series bond issue - 10 year	1,079,620	5.25-6.50%	February 2018	971,271
2008 Series bond issue - 10 year	948,029	3.0-5.0%	February 2018	854,021
2009 State Revolving loan fund	<u>1,852,387</u>	3.688%	December 2027	<u>1,759,768</u>
Totals	<u>\$ 52,101,984</u>			<u>\$ 27,693,325</u>

Debt service requirements to retire general obligation bonds outstanding, net of principal forgiveness from the State of New Hampshire to be forgiven over a period of 10 years from the start of the individual State Revolving Loan Funds of \$128,604 at June 30, 2009 are as follows:

Year Ending June 30,	Principal	Interest	Total
2010	\$ 2,226,470	\$ 1,130,570	\$ 3,357,040
2011	2,144,531	1,041,664	3,186,195
2012	2,083,784	956,973	3,040,757
2013	2,083,774	874,165	2,957,939
2014	2,063,775	791,140	2,854,915
2015-2019	9,778,670	2,671,220	12,449,890
2020-2024	5,341,897	896,031	6,237,928
2025-2028	<u>1,841,820</u>	<u>178,777</u>	<u>2,020,597</u>
Total	27,564,721	8,540,540	36,105,261
Principal forgiveness	<u>128,604</u>	-	<u>128,604</u>
	<u>\$ 27,693,325</u>	<u>\$ 8,540,540</u>	<u>\$ 36,233,865</u>

The State of New Hampshire annually reimburses the City for its share of Sewer related debt service payments. For the year ended June 30, 2009, the reimbursement was \$492,545.

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

As included on the Statement of Revenues, Expenses and Changes in Net Assets – Proprietary Funds (Exhibit F), interest expense for the year ended June 30, 2009 was \$1,247,341 on general obligation debt for business-type activities.

State Revolving Loan

The U.S. Environmental Protection Agency sponsors a low interest rate loan program. The loans are administered by the States and are used by local communities to improve their water systems. In fiscal year 2009, the City borrowed an additional \$946,229 through the New Hampshire Water Pollution Control Revolving Fund Program. During the year \$1,852,378 was converted into general obligation bonds, which includes capitalized construction interest of \$24,264. Payments were made totaling \$137,345 and total funding to date is \$3,720,141, which is reported as “other long-term obligations” in the Proprietary Funds.

Authorized and Unissued Debt

The following debt was authorized and unissued as of June 30, 2009:

<u>Purpose</u>	<u>Amount</u>	<u>Total</u>
Governmental Funds:		
FY 2002 Authorized	\$ 101,000	
FY 2003 Authorized	82,750	
FY 2004 Authorized	250,000	
FY 2005 Authorized	1,516,496	
FY 2006 Authorized	1,448,896	
FY 2007 Authorized	3,145,440	
FY 2008 Authorized	2,074,938	
FY 2009 Authorized	1,950,000	
School FY 2003 Authorized	5,500	
School FY 2006 Authorized	134,500	
School FY 2007 Authorized	487,000	
School FY 2008 Authorized	980,000	
School FY 2009 Authorized	<u>1,003,000</u>	
Total Governmental Funds		\$ 13,179,520
Business-type Funds:		
Sewer FY 2002 Authorized	\$ 75,000	
Sewer FY 2004 Authorized	823,940	
Sewer FY 2005 Authorized	1,090,000	
Sewer FY 2006 Authorized	489,111	
Sewer FY 2007 Authorized	2,658,000	
Sewer FY 2008 Authorized	450,000	
Sewer FY 2009 Authorized	3,280,000	
Water FY 2001 Authorized	90,000	
Water FY 2003 Authorized	<u>216,932</u>	

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

Water FY 2004 Authorized	520,000	
Water FY 2005 Authorized	2,565,000	
Water FY 2006 Authorized	1,686,551	
Water FY 2007 Authorized	5,682,600	
Water FY 2008 Authorized	583,078	
Water FY 2009 Authorized	<u>5,778,000</u>	
Total Business-type Funds		<u>25,988,212</u>
Combining Total		<u>\$ 39,167,732</u>

Available Debt Margin

The City is subject to State statute which limits debt outstanding to a percentage (dependent upon purpose) of a valuation calculation made annually by the State. As of June 30, 2009, the City had the following available debt margins:

	Net Debt <u>Outstanding</u>	% of Assessed <u>Valuation</u>	Statutory <u>Limit</u>	Available <u>Debt Limit</u>
School	\$ 17,580,975	7.0%	\$ 167,908,050	\$ 150,327,075
Water	7,857,753	10.0%	239,868,643	232,010,890
All other	30,415,998	3.0%	71,960,593	41,544,595

Per State law, debt incurred for sewer expansion is not included in the limitation calculations.

Overlapping Debt

The City's proportionate share of debt of other governmental units which provide services within the City's boundaries, and which must be borne by the resources of the City, is summarized below (unaudited):

<u>Related Entity</u>	Total <u>Principal</u>	City's <u>Percent</u>	City's <u>Share</u>
Strafford County	<u>\$ 21,027,839</u>	21.2060%	<u>\$ 4,459,164</u>

This liability is appropriately not reported in the accompanying financial statements.

NOTE 11—INTERFUND BALANCES AND TRANSFERS

The City has combined the cash resources of its governmental and proprietary fund types. For accounting and reporting purposes, that portion of the pooled cash balance is reposted in the specific finds as an interfund balance. Interfund balances at June 30, 2009 are as follows:

CITY OF ROCHESTER, NEW HAMPSHIRE
NOTES TO BASIC FINANCIAL STATEMENTS (CONTINUED)
For the Year Ended June 30, 2009

	Due from						Totals
	General Fund	Capital Projects Fund	Nonmajor Governmental Funds	Sewer Fund	Water Fund	Nonmajor Enterprise Fund	
		Fund	Funds	Fund	Fund	Fund	
General Fund		\$ 3,331,496	\$ 1,400,489	\$ 246,377	\$ 1,995,109	\$ 15,421	\$ 6,988,892
Nonmajor Governmental Funds	\$ 1,993,420						1,993,420
Water Fund		-	-	4,493	-	-	4,493
	\$ 1,993,420	\$ 3,331,496	\$ 1,400,489	\$ 250,870	\$ 1,995,109	\$ 15,421	\$ 8,986,805

During the year, several interfund transactions occurred between funds. The various transfers were made in accordance with budgetary authorizations. Interfund transfers for the year ended June 30, 2009 are as follows:

	Transfer from			
	General Fund	Capital Projects Fund	Nonmajor Governmental Funds	Totals
		Fund	Funds	
General Fund		\$ 328,000	\$ 21,380	\$ 349,380
Capital Projects Fund	\$ 358,002		395,000	753,002
Nonmajor Governmental Funds	338,056	54,135		392,191
	\$ 696,058	\$ 382,135	\$ 416,380	\$ 1,494,573

NOTE 12—RESTRICTED NET ASSETS

Net assets are restricted for specific purposes as follows:

	Governmental Activities
Endowments	\$ 41,737
Conservation Commission	849,420
	\$ 891,157

NOTE 13—PERMANENT FUNDS

Cemetery care funds are accounted for as permanent funds. The principal amounts of all cemetery finds are restricted in that only income earned may be expended. Principal and income balances at June 30, 2009 are as follows:

	Principal	Income	Total
Cemetery Funds	\$ 41,737	\$ 14,666	\$ 56,403

NOTE 14—TOP TAXPAYERS

The following are the five major property owners as they relate to the assessed property valuation of \$2,357,398,865:

SCHEDULE 1

CITY OF ROCHESTER, NEW HAMPSHIRE

Schedule of Revenues, Expenditures and Changes in Fund Balances

Budget and Actual (Budgetary Basis) - General Fund

For the Year Ended June 30, 2009

	Budgeted Amounts		Actual	Variance with
	Original	Final	Amounts	Final Budget - Favorable (Unfavorable)
Revenues:				
Taxes	\$ 46,608,471	\$ 46,826,794	\$ 47,039,310	\$ 212,516
Licenses and permits	4,242,950	4,242,950	4,158,834	(84,116)
Intergovernmental	24,349,085	24,349,085	24,563,568	214,483
Charges for services	614,484	624,584	778,454	153,870
Interest income	350,000	350,000	475,263	125,263
Miscellaneous	2,753,093	2,753,093	2,898,950	145,857
Total Revenues	<u>78,918,083</u>	<u>79,146,506</u>	<u>79,914,379</u>	<u>767,873</u>
Expenditures:				
Current:				
General government	3,785,682	3,680,712	3,448,862	231,850
Public safety	10,129,307	10,190,877	10,164,590	26,287
Highways and streets	2,621,141	2,681,241	2,613,477	67,764
Health and welfare	678,110	671,510	418,797	252,713
Culture and recreation	1,740,651	1,740,651	1,644,557	96,094
Community development	158,333	158,333	159,937	(1,604)
Education	47,555,464	47,555,464	46,617,683	937,781
Debt service:				
Principal retirement	5,724,729	5,724,729	5,682,107	42,622
Interest and fiscal charges	2,215,492	2,215,492	2,195,046	20,446
Intergovernmental	<u>5,416,767</u>	<u>5,416,767</u>	<u>5,416,767</u>	-
Total Expenditures	<u>80,025,676</u>	<u>80,035,776</u>	<u>78,361,823</u>	<u>1,673,953</u>
Excess of revenues over (under) expenditures	<u>(1,107,593)</u>	<u>(889,270)</u>	<u>1,552,556</u>	<u>2,441,826</u>
Other financing sources (uses):				
Transfers in	254,083	254,083	349,380	95,297
Transfers out	<u>(358,002)</u>	<u>(576,325)</u>	<u>(696,058)</u>	<u>(119,733)</u>
Total other financing sources (uses)	<u>(103,919)</u>	<u>(322,242)</u>	<u>(346,678)</u>	<u>(24,436)</u>
Net change in fund balance	(1,211,512)	(1,211,512)	1,205,878	2,417,390
Fund balances at beginning of year				
- Budgetary Basis	<u>9,723,326</u>	<u>9,723,326</u>	<u>9,723,326</u>	-
Fund balances at end of year				
- Budgetary Basis	<u>\$ 8,511,814</u>	<u>\$ 8,511,814</u>	<u>\$ 10,929,204</u>	<u>\$ 2,417,390</u>

SCHEDULE 2
CITY OF ROCHESTER, NEW HAMPSHIRE
Schedule of Funding Progress for Other Post-Employment Benefits
For the Year Ended June 30, 2009

Actuarial Valuation Date	Actuarial Value of Assets	Actuarial Accrued Liability (AAL) - Entry Age	Unfunded AAL (UAAL)	Funded Ratio	Covered Payroll	UAAL as a Percentage of Covered Payroll
7/1/2008	\$ -	\$ 10,563,975	\$ 10,563,975	0.0%	\$ 36,062,682	29.3%

REPORT OF THE FIRE DEPARTMENT 2008-2009
--

The primary mission of the Rochester Fire Department is to provide a range of programs designed to protect and maintain the quality of life within the City of Rochester through Fire Prevention, Fire Suppression and Rescue activities.

ORGANIZATION

The City of Rochester Fire Department is a 63-member “combination” organization providing fire, rescue, and public assistance services to the Rochester, East Rochester and Gonic sections of this community.

The department serves a community with an estimated population of 32,000 residents in a 49.2 square mile area from two fire stations which are covered 24/7.

The Chief of the Fire Department reports to the Rochester City Manager under the City Manager form of government.

On behalf of all the members of the Rochester Fire Department, it is with great pride that we present this annual report for the fiscal year covering July 1, 2008 through June 30, 2009.

The Rochester Fire Department continues to provide a high level of service for a community that is rapidly growing. Our relationship with this community is built on trust, respect and history. This annual report is yet another example of our dedication and is a direct reflection of our personal involvement, sense of pride and belonging to the service area. Our committed firefighters care about the service that we as an organization provide the community.

The increased demand for service is a daily challenge. We continue our emphasis on being proactive by providing programs that assist the community to prevent and minimize fire and safety concerns through continued Fire Prevention efforts and public fire and life safety education programs. The Fire Prevention office continues to work on fire code compliance and also working with the citizens of Rochester to give them a better understanding of the fire code issues.

Increasing the City of Rochester’s preparedness for large-scale emergencies has to be our focus throughout the year. Work is continuing in areas such as shelter capabilities, development of a comprehensive All Hazards Plan, interoperable communications and Public Health.

TRAINING

The Rochester Fire Department is committed to a well-trained organization by providing a comprehensive training program through both in-house sessions and sponsorship to outside training opportunities. The Rochester Fire Department believes that a highly trained workforce

increase performance and productivity, enhances teamwork, promotes a safe workplace environment and is the foundation for our commitment to provide the best and most efficient service to the community.

FIRE PREVENTION

Since fire prevention is the key to saving lives and property, we continue to provide this valuable service as one of our primary responsibilities. The Rochester Fire Department dedicates hundreds of hours to the inspections of local businesses, schools and apartments for fire and life safety. During this period, our department responded to 9 serious building fires, which required the entire department to be called back to duty.



MAJOR ACCOMPLISHMENTS

- Revised and updated apparatus replacement plan
- Took delivery of a new 100 foot aerial tower truck
- Developed a plan to respond to all echo level medical calls
- Ordered a new State of the Art Amkus Rescue Tool and System
- Conducted a ISO update for the City
- Replace permanent firefighters protective gear
- Updated all of our Forestry hose and equipment

The critical factor in any fire departments emergency calls for service is firefighters and fire officers. They will be the first contact the citizens will have at an emergency call. What they do and how they perform will be what is remembered. We are very fortunate to have a dedicated, caring staff at all levels of the department who deliver outstanding service.

I would again this year recognize the outstanding men and women of the Rochester Fire Department for their dedication, hard work and strong commitment to our community. The firefighters and fire officers continue to meet the challenges of a changing fire service. Whether you look at the changing faces of the fire department, equipment changes or changes in service, you will see that the Rochester Fire Department continues to make significant strides to keep pace with the changing world.

I would like to extend my thanks to the Mayor, City Council and City Manager for their continued support of the fire department. With their support we continue to be an outstanding organization, which is well respected throughout this community.

Respectfully submitted,

Norman Sanborn, Jr.
Chief of Department

FIRE DEPARTMENT RESPONSE ACTIVITY

EMERGENCY RESPONSE CALLS	FY '09
Fire, other	4
Building Fire	23
Cooking fire, confined to container	7
Chimney fire	10
Fuel burner/boiler malfunction	4
Trash or rubbish fire	3
Fire in mobile home	4
Passenger vehicle fire	11
Brush fire	20
Outside rubbish fire	2
Outside rubbish, trash or waste fire	3
Special outside fire	3
Medical assist, assist EMS crew	244
Emergency medical service, other	2
EMS call, excluding vehicle accident with injury	119
Vehicle accident with injuries	143
Motor vehicle/pedestrian accident	17
Motor vehicle accident with no injuries	153
Lock-in	1
Extrication of victim from vehicle	2
Extrication, rescue, other	1
Removal of victim(s) from stalled elevator	6
Electrical Rescue	1
Hazardous condition	55
Gasoline or other flammable liquid spill	15
Gas leak (natural gas or LPG)	55
Chemical spill, leak, hazard, oil spill	7
Carbon monoxide incident	17
Electrical wiring/equipment problem	27
Light ballast breakdown	1
Power line down	87
Arching, shorted electrical equipment	40
Accident, potential accident	3
Building or structure weakened or collapsed	3
Overheated motor	2
Vehicle accident, general cleanup	87
Explosive, bomb removal	1
Attempted burning	1
Service call	41
Person in distress	4

Lockout	78
Water problem	27
Water evacuation	1
Water or steam leak	13
Animal rescue	5
Public service assistance	8
Assist police	12
Assist invalid	4
Unauthorized burning	46
Cover assignment	43
Good intent calls	122
Wrong location	3
No incident found on arrival at dispatch address	52
Authorized controlled burning	10
Smoke scare, odor of smoke	57
Steam, vapor, fog or dust thought to be smoke	1
EMS call, party transported by non-fire agency	13
Hazmat Investigation w/no hazmat	2
False alarm or false call	8
Malicious, mischievous false call	3
Municipal alarm system, malicious false alarm	1
System malfunction	5
Sprinkler activation-no fire-malfunction	2
Smoke detector activation due to malfunction	25
Alarm system sounded due to malfunction	112
CO detector activation due to malfunction	7
Unintentional transmission of alarm, other	2
Sprinkler activation, no fire-unintentional	6
Smoke detector activation, no fire-unintentional	10
Alarm system sounded, no fire, unintentional	89
Carbon monoxide detector activation, no CO	29
Severe weather, wind storm	1
Lightening strike-no fire	3
Special type of incident, other	1
Citizen complaint	3
Flood Assessment	2
TOTAL	2035



NON-EMERGENCY ACTIVITY	FY '09
Building inspection	141
Certificate of Occupancy	22
Campfire Inspections	114
Commercial Hood Inspection	7
Day Care Inspections	11
Fire Alarm System Tests	37
Fire Drills	65
Fire Extinguisher Classes	5
Fire Investigations	22
Fire Prevention Education	30
Foster Home Inspections	22
Juvenile Firesetter Intervention	11
Knox Box Inspections	23
Meetings	148
Permits of Assembly	64
Plan Reviews	51
Pre-construction Meetings	10
Shift Building Inspections	11
Site Reviews	15
Sprinkler Flow Tests	21
Training Sessions	301
Walk-through Inspections	60
Wood Stove Inspections	19
TOTAL	1210

2008 Program Summary for the City of Rochester
Submitted by the Northern Strafford County Health and Safety Council

The City of Rochester and the Northern Strafford County Health and Safety Council (NSCHSC) celebrated their fifth year of public health partnership in 2008.

Emergency Management Director and Fire Chief, Norman Sanborn, continued as the board representative. His experience, perspective, and commitment have been a great asset to the board. We look forward to continuing our work and strengthening this relationship with Chief Sanborn in 2009.

We continued our partnerships with the six participating communities (Farmington, Middleton, Milton, New Durham, Rochester and Strafford), Frisbie Memorial Hospital and Avis Goodwin Community Health Center. All six municipalities and listed organizations signed a memorandum of understanding and have a commitment to meet our mission: To improve and protect the public health and well being of residents in the region through the facilitation of diverse organizations, institutions, and community residents that collaborate in the enhancement of clinical and community based systems.

In 2008 we were able to access additional funding and add staff to enhance the public health capacity of the region. The following is a summary of 2008 programs:

Emergency Preparedness and Planning

- Received an 80% score from NH Homeland Security and Emergency Management on our mass vaccination plan which will assist Northern Strafford County residents should a disaster occur that requires broad vaccination or prophylaxis distribution. This score is one of the highest in the state and reflects the regional commitment of emergency responders and community leaders to the regional planning and response.
- Responded to the December Ice Storm. The Rochester Shelter was opened for five days. The Acute Care Center was opened for the first time providing medical and functional needs sheltering to residents of Strafford County and beyond. NSCHSC, Rochester Fire Department, Frisbie Memorial Hospital, and Rochester District VNA played major roles with several other partners participating. The region's first pet shelter was also opened by the NH Disaster Animal Response Team. An after action meeting occurred and state representatives commended regional partners for their leadership in the state regarding medical sheltering.
- To strengthen our emergency response workforce and test our plans, we conducted multiple trainings and exercises with our planning partners.
 - i. Conducted two drills:
 - MACE drill with regional social service organizations to test the triage and communications of the region

-Call-down drill of the MACE in December to test response time in preparation for the full scale POD exercise planned for May 2009

ii. Conducted one training:

- Public Information Officer Training

iii. Conducted two workshops:

-MACE and Farmington POD Workshop in May

-Continuity of Operations Training in conjunction with Rochester Fire Department, Rochester Police Department and Rochester Chamber of Commerce to help sustain business operations after an emergency

- Completed All Health Hazards Plan. Waiting for feedback from NH DHHS. Revisions to be made in early 2009.
- Conducted Regional Emergency Preparedness Education campaign in collaboration with Southern Strafford County, Portsmouth Region and Exeter Region Emergency Preparedness. Campaign website can be found at <http://www.getpreparednh.com/>
- Continued growth of regional Citizen Corps Unit. Developed website and recruitment materials for the Strafford County Citizen Corps. Website can be found at <http://www.straffordcountycitizencorps.org/> Residents are encouraged to contact NSCHSC at 335-0168 to become a trained volunteer.
- Awarded \$18,000 from US DHHS Office of the Civilian Volunteer & NACCHO Capacity Building Award to develop newly founded Medical Reserve Corps consisting of medically trained emergency response volunteers. Residents are encouraged to contact NSCHSC at 335-0168 to become a trained volunteer.
- Collaborated with regional fire departments for Safe Heat 2008 public education campaign.
- Increased working relationships among home health, Community Health Center, mental health, and education communities for emergency planning.
- Began work with Community Organizations Active in Disasters (COAD). This is a network of local businesses, non-profits, municipalities, and religious organizations working to improve community response and reduce duplication of services following disasters.

Public Health Programs

- Continued work with New Hampshire Charitable Fund Teen Health Grant. Worked with regional teen coalition to write a teen health guide and with Spaulding High School Art Department to create teen health posters. Guide and posters set for printing and distribution to schools, teen centers, and community organizations in early 2009.

- CSO Grant of \$15,000 for continued work with Community Support Organization toward effective coalition building to address regional public health issues, provide strategic planning opportunities and increase the capacity effect access to healthcare, substance abuse, housing needs and transportation.
- Awarded \$225,000 over 5 years from 21st Century Grant to develop after school program. FAMEE: Farmington and Milton Extending Education Program Coordinator and Site Director positions have been filled and classes began in the fall of 2008.
- Awarded Drug Free Coalition Grant in the amount of \$225,000. Bridging The Gaps Coalition Coordinator position has been filled. Coalition work is focused toward reducing teen drug and alcohol access and use issue for the Rochester Community.

Planning and priority setting for health improvement

- Municipal and Health Provider partners signed a Memorandum Of Understanding for coordinated planning which included shared goals of local government, health care and NSCHSC.
- Awarded \$75,000 from the Department of Health and Human Services, Division of Public Health Services for ongoing support of NSCHSC.

In 2008 we said goodbye to a few dedicated staff and board members. After helping to found and lead NSCHSC for five years, Executive Director Betsey Andrews Parker, left on December 31st for a new position at URS/EG&G defense contractors. Deb Lee left her position on the NSCHSC board and as Farmington Emergency Management Director. And finally, Jason Lamontagne left his position as New Durham Emergency Management Director. We would like to thank all of them for their many years of service and dedication to strengthening the public health and preparedness of the region. We wish them all the best in their future endeavors!

NSCHSC looks forward to our continued partnership with the Rochester and the region on public health initiatives during 2009. We welcome feedback and increased participation in programs for the city and region. For more information, please contact the organization at:

NSCHSC
PO Box 564
Rochester, NH 03867
Phone: 335-0168
Email kgray@nschsc.org

Submitted by:

Karen Gray, RN
Executive Director

REPORT OF THE LEGAL DEPARTMENT
2008-2009

The following is a report of the activities of the office of the City Attorney for the year beginning July 1, 2008 and ending on June 30, 2009:

During the fiscal year 2008-2009, the following cases involving the City of Rochester were concluded:

1. Kerry Fogarty v. City of Rochester and Rochester ZBA/Strafford Docket # 08-E-0248.

In addition to the above cases, as of June 30, 2009, the following actions involving the City of Rochester were pending in various New Hampshire and Federal Courts:

1. City of Rochester v. James Corpening and George Blaisdell / Strafford Docket #04-E-0032; N.H. Supreme Court Docket #2005-0389 and #2005-0638;
2. City of Rochester v. Rennelda Trust, George Blaisdell and Clay Phalen/Strafford Docket # 08-E-0117;

It should be noted that the above listing of cases does not include various bankruptcy proceedings pending in various U.S. District Courts across the United States in which the City of Rochester has filed proofs of claims and/or other pleadings with regard to the City's various interests in such bankruptcy estates, workers compensation proceedings, and various litigation in which the City is, or was, represented by counsel provided through the City's various liability carriers, or counsel retained on an individual case basis.

The office of the City Attorney also provided representation to the City in numerous matters before the New Hampshire courts with respect to cases in which the City was a party, as well as before various administrative agencies when necessary. In addition, the City Attorney attended Council meetings, as well as meetings of Council committees and other City boards and commissions upon request. Legal opinions and advice were provided to the City Manager, Mayor, City Council, Department Heads and various boards and commissions of the City upon request. Legal instruments, including deeds, leases, contracts, ordinances, and amendments to ordinances, resolutions and other similar documents were drafted and reviewed as required during the year and representation of the City was provided with regard to the acquisition and disposition of real estate, as well as the negotiation of various disputes and the drafting and review of agreements for numerous purposes.

Respectfully submitted,

Danford J. Wensley
City Solicitor

REPORT OF THE ROCHESTER PUBLIC LIBRARY FISCAL YEAR 2009

Summertime...and the Reading Is Easy, the theme of our Rochester Public Library's Summer Reading Program for children and teens this year, captured the fun and pleasure of reading a good book, courtesy of the Library. The number of items our Library loaned to residents continued to remain at high levels throughout the year: 259,314 books and other items borrowed during those twelve months. Yet all of the year was not with summertime warmth and clear roads leading to the Library.

Difficult winter challenges took place during the year, including the Friday December 12 ice storm that closed roads and left many buildings closed, including the Library, without heat, light, or power. Library Systems Technician Kern Mann returned to the Library that Friday night from home, once downtown power had been restored, to reboot the library's computer equipment for the next day.

So, on Saturday December 13, the Library was able to reopen for the entire day, to serve our community with crucial Internet access on our Internet PCs and with Wi-Fi access for our residents with personal laptops, when no connection was available in many of their homes and businesses.

Equally important, our opening on that day provided our residents with a heated public building when numerous homes and buildings throughout our area remained without power, heat, or light for a number of days. Those residents with wells, and still without power, even visited the Library to fill gallon jugs and to use Library restrooms.

All Library staff members scheduled to work on that Saturday, including Circulation Services Supervisor Peggy Trout and Children's Librarian Lisa Melone, reported for work, opening the building to the public despite many of their own homes being without power and with family members in difficult situations. Our Library staff members' sense of responsibility was on display that cold morning, exemplifying their commitment to providing outstanding customer service to our community.

On December 15, the Monday following the ice storm, with electric power still unavailable at some homes and businesses, there were 36 different laptop users in the Library during the day and evening using our Wi-Fi Internet access. Throughout the year, more residents than ever found the Library to be the perfect place to bring their laptops, taking advantage of the Library's Wi-Fi access.

The ability for community residents to access the Internet within the Rochester Public Library continued to be an essential Library service throughout the year. In total, there were 13,820 users of the 6 Public Internet PCs on the Library's Main Floor. This high level of use meant that the Internet PCs were in use by the public during virtually all Library open hours.

During the year, Library programming and special events for children, teens, and adults, covered a wide spectrum:

New art exhibits by local artists were displayed each month of the year within the Library. In August, for instance, part time Circulation Services Library Assistant, and author and illustrator, Kathy Mallat exhibited her original artwork.

In September, the highly successful annual Knit-a-Thon, used to jump-start the Library's Knitting For Charity program, took place, to provide sweaters, hats, and other clothing items for the homeless. This Library effort had been originally conceived and developed by former Reference Services Supervisor Darcy Coffa and by volunteer Doris Breton. By the end of November 2008, the Library's knitting volunteers had produced a remarkable 1,827 different knitted items for donation to needy families.

The Library's annual October Book Sale, organized by Peggy Trout, attracted many buyers, and generated more than \$2,073 for the purchase of new books, a record amount. Members of the Friends of the Library and Library Trustees volunteered their time to help in set-up and to staff the sales table. A daily ongoing book sale is also held throughout the year. All of this revenue is used to buy more books.

The holiday season again brought the Library's very popular Wreath Making Workshop to our residents, held in the Library's Community Room in December, with volunteer assistance on hand, courtesy of Studley's Florist and Garden Center.

In January, Children's Services Supervisor Marie Lejeune again represented the Library at Strafford County's Second Annual Head Start program that attracted over 200 family members. Rochester Public Library was one of only two local libraries so represented.

Also in January, the Library began, for the first time, presenting a Feature Film Series, coordinated by Reference Services Supervisor Beth Nerbonne. The initial films presented were ones from the pivotal period of the late 1960s. Later in the year, epic films such as Lawrence of Arabia were shown, and other noteworthy films were also presented.

From January to April 15, the Library once again offered meeting space to AARP's volunteer tax preparers, to assist our residents with their tax returns. The Library also again provided the many IRS tax forms needed by those filing returns. This remains an uncompensated, and courtesy, Library service, since the U.S. Postal Service no longer provides these forms in their Post Offices.

In March, part time Circulation Services Library Assistant Alexis Frederick-Frost saw the publishing release of his new book, one that Alexis had coauthored titled "Adventures In Cartooning: How To Turn Your Doodles Into Comics", and published by Macmillan. The reviews have been impressive.

The new City of Rochester Poet Laureate, Andrew Periale, conducted a poetry workshop at the Library during April, National Poetry Month. Also during that month, singer/poet/songwriter Lucie Therrien gave a performance at the Library

The Library's 27th Annual Photography Show in May and June, coordinated by Beth Nerbonne, remained highly popular, and featured over 100 photographs submitted by gifted local residents, and judged by volunteer professional photographers. The May 27 reception for winners and their families was again well attended.

In June, the annual Children's Summer Reading Program commenced, featuring a fun series of events and activities to encourage year-round reading. Coordinated by Marie Lejeune, this year's program, Summertime... and the Reading Is Easy, attracted a near record 542 children. An impressive total of 7,812 books were read by these children during the seven weeks of the program. A similar Young Adult Summer Reading Program, developed by Young Adult Services Librarian Donna Hynes, resulted in 141 reading logs being submitted by teens this year.

Also in June, a Children's Summer Reading Program special event, with the staff and animals from Wildlife Encounters, was held on the Library's outdoor grassy area, attracting a huge and enthusiastic crowd of 427 children.



Rochester Public Library

While the number of visitors to the Library building, during a year with a snowy and icy winter, remained relatively level at 165,528 visitors, the number of virtual visitors, i.e. to the Library's web site and to the subscription databases accessed through the site, reached a total of 88,807.

The number of Library cardholders also reached a new record high of 25,993 individuals by June, with 1,817 new Library cards issued during the year. To provide all Library cardholders with new books and other items, Library staff members selected, ordered, processed, and added 6,012 titles to the Library's collection during the year, under the coordination of Technical Services Supervisor Rindy Howard.

Finally, it should also be noted that in February, our part time Library Secretary, Gail Pearson, retired after faithfully serving the Library over a span of nearly 32 years. One of Gail's legacies is the many years in which she coordinated the Library's highly successful Annual Photography Show.

All of the mentioned library successes and other countless day-to-day successes wouldn't be possible without a dedicated and talented staff. Rochester Public Library is fortunate to have dedicated individuals who make good things happen for our library patrons and for the City of Rochester.

Respectfully submitted,

John Fuchs
Library Director



Rochester Public Library Addition

ROCHESTER PUBLIC LIBRARY FISCAL YEAR 2009
--

LIBRARY STATISTICS

Total Items Circulated	259,314
Library Collection	98,233
Library Visitors	165,528
Public Service Hours	2,971
Library Cardholders	25,993
New Library Cards Issued	1,817
Public Internet PC Users	13,820
Library Web Site Visits	77,021
Subscription Database Use	11,786
Research Questions Assistance	2,992
Programs Presented	208
Program Attendance	6,291

ROCHESTER PUBLIC LIBRARY FISCAL YEAR 2009
--

INCOME

City of Rochester Operating Budget	\$1,026,599
Trust Fund	\$ 8,406
Fines, Gifts, Book Sale	\$ 34,172
Revenue For City General Fund	\$ 15,489
Total Income	\$1,084,666
Trust Fund Balance 7/1/08	\$ 27,568
Special Fund Balance 7/1/08	\$ 4,789

	\$1,117,023

ROCHESTER PUBLIC LIBRARY FISCAL YEAR 2009

EXPENDITURES

Personnel Compensation	\$ 614,362
Benefits	\$ 156,611
Insurance	\$ 9,339
Staff Development/Travel	\$ 3,094
Supplies	\$ 18,455
Library Materials, City Fund	\$ 80,700
Library Materials, Special Fund	\$ 30,178
Library Materials, Trust Fund	\$ 28
Software Maintenance	\$ 5,680
Equipment	\$ 1,092
Equipment Maintenance	\$ 16,800
Electronic Services	\$ 8,880
Utilities	\$ 40,670
Postage	\$ 3,861
Dues	\$ 1,160
Programming	\$ 3,662
Legal	\$ 320
Miscellaneous, City Fund	\$ 94
Miscellaneous, Special Fund	\$ 0
Miscellaneous, Trust Fund	\$ 583
Transfer To City General Fund	\$ 15,489
 Total Expenditures	 \$1,011,058
 Operating Budget Balance 6/30/09	 \$ 61,819
Trust Fund Balance 6/30/09	\$ 35,363
Special Fund Balance 6/30/09	\$ 8,783

	\$1,117,023

REPORT OF INFORMATION SYSTEMS 2008 - 2009
--

COMPUTERS AND NETWORKING

MIS continued support of City operations in FY09. MIS support includes the Local Area Networks (LAN), Wide Area Networks (WAN) and the Institutional Network (I-NET) with all types of user administration, data maintenance and backup, virus prevention, network and personal computer (PC) hardware repairs, upgrades and maintenance, software installation, training and research and development of computer aided procedures.

The primary responsibility for voice communications and City telephone systems is under Information Systems. This includes all related hardware, software, voicemail, auto attendants, cabling, configuration and being the contact with various communications vendors.

MIS does much of the management for the Business System including hardware support, user administration, software upgrades and patches from the vendor. During FY09 multiple government financial systems and modules were reviewed. A major release upgrade to the existing system was also done.

In FY09 Rochester connected to the State of New Hampshire Municipal Agent Automation Project (MAAP) for motor vehicle registration and titles. Some equipment was provided by the State with the remainder being provided by the City. The local network design was approved, the equipment was purchased and installed. When the State provided access became available, Rochester was able to go live on the MAAP system.

MIS supports the Emergency Operations Center (EOC) based in the Central Fire Station. The EOC was utilized during an ice storm in December of 2008. The ice storm also showed problems with power to network equipment and later in FY09 critical areas of City Hall were connected to a generator.

In FY09 the Franchise Agreement was signed which included expansion of the I-NET. This expansion brought fiber connections to additional City locations allowing better network connectivity, expansion of the existing telephone system and an upgrade to City Internet access.

The City of Rochester, NH has its web site at <http://www.rochesternh.net> and MIS is also involved with separate sites for the Police Department (<http://www.rochesterpd.org>) and Fire Department (<http://www.rochfd.org>). An upgrade and redesign of the City website occurred in FY09.

The Rochester Government Channel (Channel 26 on Metrocast Cablevision) was impacted by the Franchise Agreement because camera operators were no longer provided. A job description was created and volunteers were sought along with paid part-time personnel. The conversion to a video server system for broadcast and playback was initiated in FY09. Also in

FY09 was cabling and connectors into the Opera House from the City Council Chambers console to allow for remote broadcasting on Channel 26.

MAPPING AND GEOGRAPHIC INFORMATION SYSTEMS

MIS generates tax maps and other maps for the City web site in a commonly used format. The electronic tax and topographic maps of the City are used for both public and private projects. In FY09 MIS continued to update and publish the City Zoning Maps, Wards Map and produce other maps for specific projects such as the Gonic Fire Station 2 Coverage Area, Comprehensive Rezoning, Assessing Neighborhoods, Shoreland Protection, Foreclosures Impact, Historic District, Water and Sewer Lines, Downtown District, etc.

The majority of electronic mapping data is also used for GIS viewing and analysis. One of the primary GIS coverages is the road centerlines which is kept current by MIS with new streets, renamed streets and renumbered streets both public and private. The roads coverage is incorporated into Emergency Services specific programs. Parcels and structures coverages are updated on a yearly basis to match with current Assessing information. City GIS coverages are used by various departments for many purposes and projects. Meetings on the 2010 Census demonstrated how Rochester GIS data can and will be used.

The Pictometry system used in the City contains aerial photos of the entire City from various angles. The original flights were in late 2006 and a renewal of the agreement and system brought new flights and photos in the Spring of 2009. Both vintages of photos became available for use and the Rochester GIS data is also integrated into the system as needed.

E-911 COMMITTEE

MIS participates on the E-911 Committee with coordination of most mapping and data needs. In FY09 the E-911 Committee continued the process of reviewing problem areas, changing or adjusting street numbers administratively as allowed by City Ordinance and recommending street name related changes to the City Council. The E-911 Committee is also responsible for reviewing all new projects relative to street naming and numbering.

In FY09 the City Council renamed 2 public streets, Pine Lane became Labrador Drive and Furber Street became Friendship Street. A neighborhood meeting had been done with the owners and residents could propose the new names. There was also renumbering of streets which included Richardson Street and Sidney Street. Other street numbering changes through the year were done on an individual basis.

The E-911 Committee coordinates street names and numbers for many private roads. When access to multiple homes or parcels is over privately owned property, the owners can simply agree to follow the City adopted system and no Public Hearing is required. In FY08 private roadways with approved street names included Checkerberry Court in Lilac City Estates and Stokes Way.

REPORT OF THE PLANNING AND DEVELOPMENT DEPARTMENT 2008-2009
--

COMMUNITY DEVELOPMENT DIVISION

The City of Rochester is one of only five designated entitlement communities in New Hampshire to receive Community Development Block Grant (CDBG) funds directly from the federal Department of Housing and Urban Development (HUD). These funds are applied towards housing and community investment projects that directly benefit Rochester residents whose income falls below 80% of the regional median income (\$80,000 for a household of four in 2009).

The City received \$302,411 for allocation during the 2009 fiscal year. This was the fourth year of the 2005-2010 Community Development Consolidated Plan. Current and previously allocated funds provided the resource for \$543,296 in community development investments.

HOUSING

\$65,017 was used to complete handicap accessibility and health and safety improvements on seven housing units under the Community Development Mobile Home Assistance Program. 85 households at 50% of the area median income or below were assisted directly with improvements under the Weatherization program. CDBG funds comprised \$40,965 of the assistance leveraging New Hampshire State Department of Energy grants as well as utility company grant assistance of \$21,416. Items specifically addressed include insulation, carbon monoxide testing, moisture assessments and the removal or correction of health and safety hazards in order to improve the general living condition of these residents.

ECONOMIC DEVELOPMENT

The Job Opportunity Benefit (JOB) Loan Program - is a program designed to lend money to businesses that hire and employ people of low/moderate income. This loan is generally used in conjunction with traditional bank financing to expand a business with a specific requirement that the assisted business create new jobs.

The City currently has 12 loans as of June 2009 outstanding under the JOB program:

	Original Loan	FTE Jobs to be created
Bee's Day Care	\$31,760	4
Fiesta Candy	\$50,000	8
First Star Manufacturing	\$35,000	4
Nantucket Beadboard	\$50,000	3
Slim's TexMex	\$50,000	2
Specialty Textile	\$50,000	2
Thai Cuisine	\$75,000	7
Granite Steak	\$60,000	25

Distinctive Forest	\$30,000	2
Big Heads/Bitter Creek LLC	\$70,000	6
Customer Banner and Graphics	\$50,000	2
Granite State Plating	\$30,000	2
Totals since May 2002:	\$581,760	67

The Small Business Development Center is a Micro Enterprise Assistance Program to provide direct counseling and advisory workshops for local small business owners. Subsidized by a grant of \$8,000, 27 low/moderate income micro-enterprise owners were directly counseled and assisted with their business plans or attended one of the many workshops offered throughout the year.

PUBLIC SERVICE

Agency/Project	FY 08-09 Investment	FY 08-09 People Assisted
Avis Goodwin	\$4,500	40
Crossroads House	\$3,500	30
HCSC Overflow Shelter	\$7,000	55
My Friend's Place	\$6,362	28
SHARE Fund	\$6,000	63
Girls, Inc.	\$3,000	103
Dover Adult Learning Center	\$5,000	292
HUB Family Resource Center	\$4,000	274
Project Pride	\$3,000	28
	\$42,362	913

PUBLIC FACILITIES AND INFRASTRUCTURE IMPROVEMENTS

Community Center Rehabilitation – This year represents another phase of a multi year project to renovate this vital community resource. This activity continues the momentum of improvements to the Community Center located off of Wakefield St/Rte 125 in the heart of the city. The facility, originally built as a high school, became a mixed-use facility in the early 1990's, with a focus on non-profit commercial office space. Today, the main tenant base is human service agencies, including New Hampshire Health and Human Services, where they provide direct services to families and to the elderly. To best serve the needs of the clientele, including the disabled, families, and the elderly, the building requires critical updates to modernize and revamp the facility. This year we saw a number of completed projects including: the completion of the construction of the elevator on the east end of the building; renovations to the old kitchen to provide expanded space to the food pantry operated by the SHARE fund; replacement of floor and ceiling tiles in the community room; safety code improvements to the gym bleachers.

Rochester Child Care Center – Providing 30% of all the licensed childcare in the city, Rochester Child Care is the largest non-profit center in the city. Without the support of well-managed quality childcare, maintaining employment, particularly for low-income families, is untenable. This grant to the center was used as matching funds for a \$75,000 window replacement at their Charles St. location. Leveraging is came from a private fund-raiser sponsored by a regional employer. Providing grant assistance for capital improvement projects such as this reduces the burden that would otherwise be passed along to the families through tuition increases. This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

FY 08-09 FUNDING: \$40,000

LEVERAGING: \$35,000

PROJECTED SERVICE: 1 Public facility upgrade

Actual Expenditures: \$75,000

Community Center Rehabilitation – This is the next phase of a multi year project to renovate this vital community resource. This activity continues the momentum of improvements to the Community Center located off of Wakefield St/Rte. 125 in the heart of the city. The building, originally built as a high school, became a mixed-use facility in the early 1990's, with a focus on commercial office space. Today, the main tenant base is human service agencies, including New Hampshire Health and Human Services, providing direct services to families and to the elderly. To best serve the needs of the clientele, including the disabled, families, and the elderly, the building requires critical updates to modernize and revamp the facility. Rehabilitation to the building continued this year culminating in the completion of handicap accessible restrooms on the first floor. In response to a higher than anticipated bid the City Council reallocated \$42,207 from economic development program income to this project budget. This project is eligible for CDBG funding by serving low/mod area -570.208 (a) (2).

FY 08-09 FUNDING: Prior year funding and \$42,207 added to budget in FY 08-09

PROJECTED SERVICE: 1 Public facility upgrade; status: Complete

Actual Expenditure: \$160,221

River Street Park – The majority of block groups contained within census tract 844 have the lowest homeownership rate and have disproportionately high statistics in regards to poverty, household density, age of housing stock, female single parent households, “free and reduced lunch” program participants and other key indicators of instability and risk for other significant problems. The City has made important investments in the past decade in the infrastructure and housing rehabilitation in this area. This new project continues this commitment by achieving our objective to make greater connections from this neighborhood (alternately known as Cold Spring Park, or the Lafayette Street area). The Riverwalk project is a multistage City initiative to link the Cocheco River with downtown and the areas that boarder the river, including this neighborhood. The development of a pocket park alongside the river on the neighborhood side of the bridge will serve as a physical and visual gateway



Walk along the Cochecho River

and provides an exciting opportunity to reduce isolation of this neighborhood and strengthen its connections to our increasingly vibrant downtown area. The Park was largely completed in the spring and early summer of 2009 and a dedication of the park was held in August 2009. A tree dedicated to the memory of Lynn Carey, the city welfare director who passed away just over a year ago, was placed at this park. This project is eligible for CDBG funding by serving low/mod area-570.208 (a) (2).

FY 07-08 FUNDING: \$25,000

PROJECTED SERVICE TO: 1 Public Facility/Infrastructure upgrade: Census tract 844

Actual Expenditure: \$20,757

Factory Court – An emerging proposal was considered by Council during the course of this fiscal year and was ultimately awarded a grant of \$30,000 by the City Council in the fall of 2008. The Rochester Main Street program, working both from the Downtown Chapter of the City's master plan as well as an economic development assessment done in the spring of 2008, developed a plan to close off a little-used alley linking North Main Street and the Union Street municipal parking area. The project was approved through an amendment to our FY 08-09 action plan. As of the close of this reporting period, the project was just about half way completed, with a great deal of the labor and materials being donated by individuals and local businesses. A leveraging report will be included in the FY 09-10 CAPER, upon the conclusion of the project. This project is eligible for CDBG funding by serving low/mod area-570.208 (a) (2).

FY 08-09 FUNDING: \$30,000

PROJECTED SERVICE TO: 1 Public Facility/Infrastructure upgrade: Census tract 843

Actual Expenditure: \$10,128

HCSC Land Acquisition – One of our primary objectives outlined in our 2005-2010 Consolidated Plan was to provide assistance to housing groups attempting to respond to our great demand for transitional and permanent housing for special needs populations. In the summer of 2008, a proposal was generated to allow the Homeless Center for Strafford County (HCSC) to purchase a parcel of land from the Encore Shoe, LLC. This developer had completed a 53 unit affordable housing project in one of the city's historic shoe mills. An adjacent parcel of land was sold to the HCSC as a planning board approved site to be the future home of two units of transitional housing. At the close of this reporting year, the HCSC's development committee was making minor repairs to the fabricated units that were donated to them by New England Homes and finalizing their construction financing for the placement of the units. A more detailed leveraging report will be included in the FY 09-10 CAPER, upon the conclusion of the project. This project is eligible for CDBG funding by serving low/mod income limited clientele -570.208 (a) (2).

FY 08-09 FUNDING: \$36,730

PROJECTED SERVICE TO: 2 households for periods from 6 to 18 months

Actual Expenditure: \$36,730

CDBD-R GRANT APPLICATION

April 7, 2009 staff attended a workshop and gained valuable insight into developments on funding and regulations pertaining to CDBG-R America Recovery and Reinvestment Act funds. In May we were informed that we would receive \$82,073 and that we needed to submit a substantial amendment to the FY 08-09 Action Plan. It is our intent to use these funds for the remaining half of the projected budget for the development of the unfinished space on the second floor of community center.

NEIGHBORHOOD STABILIZATION PROGRAM

October 2008 we were informed that New Hampshire, through the Community Development Finance Authority (CDFA), would be receiving \$19.6 million from the U.S. Department of Housing and Urban Development (HUD) Neighborhood Stabilization Program (NSP). The purpose of the program is to provide emergency assistance to state and local governments to acquire and redevelop already foreclosed properties that might otherwise become sources of abandonment and blight within their communities. Staff began working immediately with the CDFA and the other "Tier One" communities to provide input into the Action Plan that CDFA is submitting to HUD on December 1 as well and to analyze the program rules to start drafting local neighborhood response plans of our own.

In December, following several meetings with The Housing Partnership (THP) and an analysis of the current conditions of the neighborhood, THP and the City submitted a

collaborative pre-application to the CDFA for NSP funds to be targeted in the Lafayette Street neighborhood.

In February the City officially received its invitation and in May submitted its formal application to the CDFA for \$3.6 million dollars of NSP funding. On June 4 the City of Rochester was awarded \$2.4 million dollars of NSP funding.

PLANNING DIVISION

MISSION

It is the mission of the Planning Division is to coordinate the physical development of Rochester pursuant to the goals of promoting orderly growth, fostering efficient use of infrastructure, maintaining property values, enhancing the business climate, preserving natural and cultural resources, encouraging beauty in the built environment, and creating a special “sense of place” for present and future residents, landowners, businesses, and industries.

The major responsibilities of the Planning Division include:

- Policy development
- Drafting of ordinances and regulations
- Overseeing the zoning ordinance and processing applications for variances, special exceptions, and amendments
- Reviewing and processing applications for subdivisions and site plan review
- Strategic planning
- Master Planning
- Transportation planning
- Infrastructure planning
- Developing ordinances for the protection of natural and cultural resources
- Coordinating the E911 addressing system
- Coordination of, and service to, land use boards: Planning Board, Zoning Board of Adjustment, Conservation Commission, and Historic District Commission
- To acquire proper surety to insure the development is built in accordance with City standards and the approved plan.

OUR APPROACH

This was a typically busy year for the Planning Division. The Planning Board, Historic District Commission, Zoning Board of Adjustment, Conservation Commission, and staff reviewed a great number of projects.

Most Planning Board and Historic District Commission applications were approved with conditions. We work very hard with applicants to find an approach or design that serves the objectives of the applicant while being consistent with the public interest and meeting legitimate

concerns of abutters. Happily, we find most applicants are willing and able to modify projects as appropriate.

Projects reviewed by the Planning Board can impact the City in many different ways. There are the very visible impacts of traffic and drainage on our existing infrastructure and the less obvious, but certainly no less important, impacts on our overall quality of life.

It is a truism in the planning profession that virtually every project or item that comes into our department is unique and challenging in some manner. As our development process has evolved and in many ways grown more sophisticated, there are more details to track with projects, which is quite time consuming. We continue to look for ways to keep the process as simple, quick, and pleasant as possible but, as projects grow in complexity and creativity, our obligation to protect the interests of the City remains constant.

HIGHLIGHTS

We are pleased to add another completed chapter to the City of Rochester Master Plan. The Planning Board adopted the Natural Resources Master Plan after its endorsement by the City Council.

We think one of the more successful parts of our site plan process has been the implementation of the Architectural Regulations. The Planning Board adopted these in 2002 and they have been surprisingly effective and even non-controversial! We have been pleased by the willingness of most developers, corporations, and franchisees to work with the City in crafting unique and high quality buildings that are a few notches above the standard fare that might otherwise have been served.

Three new commercial buildings merit note. Dunkin Donuts, on Farmington Road, built over the old landfill, shares the parcel with the fairly new Pizza Hut. The burgundy awnings made of real canvas are the highlight of the building. Burger King, located in a brand new building at its long-standing location on North Main Street, is an attractive departure from some of the other current outlets that feature highly reflective and rather gaudy metal and plastic siding materials and colors. The low key but handsome building has a square brick tower and copper colored awnings. Summit Development completed the Fresenius Building located at the end of the new roadway off Route 11 (which crosses over the Farmington Branch Rails to Trails path). The building has a striking carriage porch and suspended canopy.

Even though we are seeing fewer large-scale subdivision and site plan applications in the Planning Department, we continue to be extremely busy. Citizens and developers are still active with smaller projects and activities trying to remain competitive in this challenging economy and we still have a great number of projects in the pipeline that we are processing

COMPREHENSIVE REZONING

The Planning Director has been working with the third Committee addressing this issue. The Committee is reviewing each chapter sentence by sentence to keep the document as clear and

concise as possible. The Planning Director then reviews the Chapter for internal and external accuracy and consistency and then posts the completed draft to the WEB site for general public review.

Planning Board

SELECTED PROJECTS

The Planning Board approved the following selected projects.

Staples Store

The Flatley Company (who also developed Rochester Crossing on the opposite side of Route 202) did an exemplary job on the new store on Washington Street.

The building and site look good. Flatley installed an irrigation system to ensure the landscaping stays healthy. They rehabilitated the French Hussey Cemetery and installed a new fence around it. The company donated money for the costs of engraving and installing a new stone in the cemetery. Richard Longo found a beautiful one-ton granite stone and Stephen Roy did the work. The company has also contributed significant funds for the perpetual care of the cemetery by the Rochester Cemetery Association. Flatley made various improvements to Washington Street in front of the property, built a hammerhead turnaround for the City at the end of Woodlawn Avenue, and installed an attractive fence on two lots across Woodlawn to screen residents from this commercial project.

McDonald's Restaurant

McDonalds razed its old building on Wakefield Street and erected a new one. This is similar to the project completed recently by Burger King on North Main Street.

The new prototype building design is quite attractive and more modest than the traditional designs. Even the arches on the building are somewhat subtly rendered, more like a swoosh than a tall arch. They have two drive-up boards side by side to allow for quicker processing of orders. The order boards are timed to release drivers at different times to avoid motorist conflicts. It is interesting to note that orders are no longer taken by workers inside the building but by a person at a distant, centralized facility who then conveys the orders to the individual restaurant. The new interiors are upgraded to modern standards as well.

PSNH

The Planning Board also approved an application from Public Service Company of NH to expand the existing transformer station at 103 Walnut Street. According to the applicant, the project is to accommodate expected growth in eastern New Hampshire and will improve distribution reliability. There will be a new switchyard, new overhead lines and a new transformer and associated electrical components. The project is part of a series of improvements to the Deerfield-Madbury-Rochester transmission system.

Planning Board applications (08-09)

	Total	Approved	Denied	Total Lots	Withdrawn
Subdivisions	11	11		33	
Lot Line Revisions	8	8			
Site Plans	11	11			
TOTAL	30	30	0	33	0

	Total	Allowed without further review	Sent to PB	Withdrawn
Minor Site Plan	7	6	1	
Special Downtown	9	9	1	
Family Day Care	0	0		
Home Occupation	4	4		
TOTAL	20	19	2	0

Zoning Board of Adjustment applications (08-09)

	Total	Approved	Denied	Withdrawn
Variances	34	29 (1 court ordered)	5	0
Special Exceptions	3	3	0	0
Equitable Waiver	3	3	0	0
Administrative Appeals	0	0	0	0
Request for Rehearing	5	1 (court remanded)	4	0
TOTAL	45	36	9	0

Historic District Commission

The purpose of the Rochester Historic District is to promote the general welfare of the community by:

- (1) Safeguarding the cultural, social, political, and economic heritage of the City;
- (2) Fostering the preservation, restoration, and rehabilitation of structures and places of historic, architectural, and community value;
- (3) Fostering civic pride in the beauty and noble accomplishments of the past;
- (4) Furthering the attractiveness of the City of Rochester to homebuyers, tourists, visitors, and shoppers, thereby providing economic benefit to the City;
- (5) Conserving and improving the value of property in the District; and



North Main Street Bridge

- (6) Enhancing opportunities, where applicable, for financial benefits for owners of historic properties through grants, low interest loans, tax credits, and other tax benefits.

Approval from the Historic District Commission is required for any activity affecting the exterior architectural appearance of a building within the District that would be visible from a public way. This includes the erection of new buildings; additions to existing buildings; alterations to existing buildings; demolition of existing buildings or portions of existing buildings; and relocation of any building into, out of, or within the District.

APPROVED PROJECTS

The Historic District Commission approved the follow projects.

Robbins Auto Parts, 38 Hanson Street. Application for Certificate of Approval to paint two walls, add aluminum coil to windows and add vinyl beadboard. Case #HDC-120-395-08

Federal Savings Bank, 17 Wakefield Street (former Grange Insurance Building). Application for Certificate of Approval for modifications to façade. Case #HDC-120-406-08

Jones Wensley, 40 Wakefield Street. Application for Certificate of Approval to replace 37 windows. Case #HDC-121-383-08

City of Rochester Public Library, 65 South Main Street (by Norm Larson, CPW Architects). Application for Certificate of Approval for window repair and replacement. Case #HDC-120-342-08

Governor's Inn, 78 Wakefield Street (by Herman and Anthony Ejarque) Application for Certificate of Approval for 500 square foot addition to the main building. Case #HDC-116-157-08

Meulenbroek Associates, LLC, 77-79 Wakefield Street Application to remove lead on exterior of two buildings. Case #HDC-116-202-09

Charles Hervey, 26 Union Street. Application to demolish single family house. Case #HDC-121-388-09

Peter Adams, 31 - 43 North Main Street (one story building to the left of Adams Appliance). Application to change tiles on front façade. Case #HDC-121-374-09

Governor's Inn c/o Herman Ejarque, 78 Wakefield Street. Application for Certificate of Approval for pergola and sign. Case #HDC-116-157-09

OTHER ACTIVITIES

The commission conducted informal reviews and provided recommendations for the following projects:

Proposed changes to Factory Court

Proposed changes to 19 Charles Street (former Episcopal Church building, by Herman Ejarque)

Rochester Housing Authority, 6 Bridge Street Replacement of brick wall with metal fencing at Wyandotte Falls Millworks Building

The railing on the North Main Street Bridge

The Commission also made recommendations on five requests for reduced assessments on agricultural structures pursuant to RSA 79-D Discretionary Preservation Easements – Gagne, Jacobs, Torr, and Vickery (two structures) properties

The commission recognized former chairs and a vice chair of the Historic District Commission for their service: Janet Pelley, Jan Kazlauskas, and Vicky Lambert.

The Rochester Conservation Commission

The focus of the Rochester Conservation Commission for July 2008 through June 2009 was as follows:

1. Education of Commission members and the delegation of certain tasks so members can work together.
2. Became stewards of the Natural Resource Chapter of the City's Master Plan
3. Begin to conduct a GIS based inventory of natural resources in the City of Rochester.
4. Continued review of site plans that impact wetlands and buffers. Investigation of several wetland violations.
5. The Commission continued to work closely with the Planning department

Respectfully Submitted,
Deborah Shigo,
Chairperson
Rochester Conservation Commission



REPORT OF THE POLICE DEPARTMENT 2008-2009
--

"THE PRIME MISSION OF THE ROCHESTER POLICE DEPARTMENT is the protection of life and property. This is accomplished through fair and equal enforcement, always keeping in mind the rights and dignity of the public. The basis of all Police Action is the law and credibility of the Agency. The measure of our service will be judged by the Public in the way we deliver our service. We will hold all personnel to a high level of ethical practices. This mission can be achieved through crime prevention, public relations and community policing."

Overview

Rochester consists of an approximate area of 46 square miles, with an estimated population of 30,000+. Although very separate in their job functions, all of the members of the Police Department work together to produce a high level of service to the citizens. Our staff consists of sworn officers and a civilian support staff, including school crossing guards. We are also fortunate to have a dedicated volunteer support base. The Department maintains a Police Explorer Post. This nationally recognized division of the Boy Scouts of America "explores" law enforcement careers with young adults.

The City is divided into zones, on an east / west matrix through the center of the city for police coverage. Our Communications Center operates with enhanced 911 and is staffed 24 hours per day, by specially trained personnel. This combined center dispatches calls for service for police, fire and Frisbie Hospital ambulance.

A three-member-board of Police Commissioner's elected by the citizens, serves the City. The citizens are represented by Lucien Levesque (Chair), James F. McManus, Jr., and Al Bemis.

Personnel

The following personnel were hired to fill open vacancies during this reporting period: Part time Officer John Yerardi.

The following personnel resigned or retired during this reporting period: Off. Theresa Lustwerk and Off. Travis Stroud. Both officers relocated to other states.

Recognition was given to the following members:

Service Recognition:

The Police Commission recognized Ms. Dorise Therrien as a "shining star" for her work in videography of the Police Commission meetings.

Det. Steven Bourque is recognized as an "everyday hero" by the Child Advocacy Center.

Ron Poulin of Poulin Auto Country received recognition for initiative and partnerships with the Department. Poulin Auto Country partnered with the Department via a loan-donation of a scooter used for the parking officer's role. This is the second time he has assisted us in this way.

An achievement certificate and ribbon for the dress uniform were presented to Chaplain Ronald Lachapelle for achieving basic certification.

Volunteer Service Recognition: Judi Blair has been a volunteer with the Department for about 13 years. Her full time position prevents her from continuing in that role. The work she did, primarily for prosecution has been valued. More important the friendships we have created are more valuable.

Chief Theodore Blair Memorial Award: The 7th Annual Award was presented to Officer Anthony Macaione. This award is dedicated to the memory of a former Chief who had more than two decades of law enforcement service to the people in the City. It is awarded to officers who display an exceptional level of public service and display characteristics of former Chief Blair including compassion, dedication, commitment, patience, honesty, respect for people and a sense of humor.

Tony's peers said that his relationships with the elderly and youth of the City made him a candidate for this award. It is easy to see and feel the love these people have for Tony in the relationships he has built with them.

Officer Macaione said, "I was privileged to be able to work for him. I walk in that hallway and I see his picture. He was one of the greatest police officers you will ever meet in your lifetime. Tonight is a special night for me to receive this award."

Chief's Award: Sgt. Stephen Burke was recognized for his leadership role in the initiative of our relationships with the mentally ill. Sgt. Burke is developing a crisis intervention team, and has received training in Memphis, Tennessee and in Portland, Maine. Many times folks with mental illness get referred to a criminal justice system that is really not ready to address them. In Strafford County, in the Rochester District Court we have done a lot of work with mental health in the criminal justice system through the Mental Health Court.

Lifesaving Award: Officers' Patrick Emerson, Todd Pinkham, Tom Whelan and Sgt. Bossi, were recognized for two separate events involving individuals who wished harm upon themselves. Both individuals were saved with the compassion and dedication of these officers.



Police Officer Patrick Emerson

Police Memorial Proclamation: The Department was recognized with a proclamation from the Mayor during National Police Week in May.

Twenty-year Plaques: Off. Jeffrey Taylor

NH Chief's Law Enforcement Foundation: Det. Hana Stickles and Sgt. Stephen Burke were nominated for Officer of the Year Awards.

Employee of the Month: The following members received recognition as City Employees of the Month: Off. Chris Mangum, Off. Jerry Murphy, Off. Brian O'Connor, and Secretary Becky Warburton

Support Person of the Year: Mary-Deborah Houle; Juvenile Court Diversion Coordinator.

Volunteer of the Year: Ted Barrett

Acknowledgments by Citizens or the Department: The following officers and members were thanked by the Department or by citizens for their assistance in the community. Some were recognized more than once for different events. They include: Chief Dubois, Det. Murphy, Det. Mangum Det. Bonneau Det. Balint Off. Benoit Off. Smith, Off. Mackenzie and Team Fina, Off. Emerson, Off. Lambert Off. Ouellette Off. O'Connor. Off. Miehle. Off. Jackson Off. Mundy Off. Kusnierz Off. Flathers Off. Stroud. Off. Bentz Off. Taylor Off. Brinkman Sgt. Stephen Burke Sgt. Deluca Sgt. Thomas



Police Officers McKenzie & Fina

Main Street thanks the Department for assistance with Moonlight Madness. Herman Ejarque advises the department of comment overheard at the McCain visit on professionalism of Rochester Police Department. The Towle family thanks the Department for efforts in the RUN (Rochester United Neighborhoods) Program. The Department has also been thanked by the Chamber of Commerce for participation in the annual holiday parade. The Pomeroy family thanks the Department for assistance with evacuation to the shelter during the recent ice storm. All officers working the midnight shift are recognized for a shift goal of DWI enforcement resulting in a 23% increase in DWI arrests for the year.

Tom Brady thanks the Department for the incredible response time to a call at his home. The Census Bureau thanks the Department for use of our facility for field testing. Justice Cappiello recognizes Off. Benoit, Off. Flathers and Sgt. Burke for exemplary service to a participant of the Mental Health Court, and its association with the CIT Program. Chief Kurz of the Durham Police Department thanks members of the Regional Tactical Operations Unit from Rochester for their assistance in his community.

The Department is thanked by a citizen for community work in removing symbols of hate spray-painted on a bridge in the city. Det. Stickles and the Department are thanked for the recent Police and Fire Hockey Game to benefit Gerry's Food Pantry. Intern Erik Haglund offers thanks for the experience and opportunity to participate in an internship with the Rochester Police Department.

It is important to mention these letters. It shows the Officers do a good job and the people they serve thank them. Chief Dubois added sometimes people think letters like these don't matter, but they mean a lot to the officers.

Major Service Responsibilities

Our major service responsibilities are to protect life and property through an effective partnership with the public and to address the needs and concerns of citizen customers. We made great progress on our goals for the year; the highlights are as follows:

#1 Goal: Build and improve relationships internally and externally through team building and effective communications.

Objective: Achieve CALEA Recognition. The one area we have made only little progress on is our efforts at achieving accreditation. Staffing/funding reductions have made this goal very difficult to achieve. We plan to re-focus as best we can with limited resources for FY-10. We continue to modify policies based on CALEA standards.

Objective: Enhance advanced training objectives. Outstanding work was done through our training staff in bringing advanced training to sworn and non-sworn staff at reduced cost throughout the year. The majority of this training was completed with involvement from other agencies and resulted in having the dual impact of improved training for staff as well as improved interagency cooperation. It is our intention to continue this activity during FY-10. On-line training courses have been scheduled for sworn and dispatch members which has permitted us to achieve annual Police Standards training requirements well ahead of schedule

Objective: Enhance employee engagement through quarterly team-building exercises/activities. We held our annual Fire v. Police charity hockey game, which is designed to assist the local food pantry during a time when the cupboards are low. The annual law enforcement torch run and fueling dreams event for Special Olympians was well attended this year. This is always a great event for the department and serves a great cause.

We have increased attention to the development and review of our weekly mission statement that has resulted in improved employee engagement at all levels. Structure changes made throughout the year in addition to coordinated meetings between patrol and support staff has also had positive impact in this regard.

#2 Goal: Build and improve community relationships through effective communications.

Objective: Increase communication by distribution of important information and marketing of department via publications, pamphlets, press releases through print and video, and community meetings. The public information officer meets with the press daily. Pamphlets developed for issues relative to trash ordinances and parking lot accidents have been useful in the community. We have put out some very informative and detailed public service announcements addressing theft, accidents and drinking and driving and bicycle safety. We are working with the Rochester Landlord Association for distribution of pamphlets outlying some on-going issues relative to alcohol in public places. With the assistance of the crime analyst, we are working on posting crime bulletins on the website. Our new speed trailer has worked well in a variety of ways, not only as a good visual tool, but also to refute or confirm speed related issues within the City. Our interaction with the Ward groups has built community relations and impact positive community throughout the year.

Objective: Continue with website enhancements; link and be linked to other community web pages to market department services and activities. We have made a concerted effort to promote the website for a variety of information to include crime reporting. Our on-line reports have increased dramatically. We have also put some improved crime software on our site allowing people to be able to log on and see what's going on in their neighborhood or anywhere else in the City.

#3 Goal: Enhance preventive policing through public and private partnerships.

Objective: Promote public awareness/community campaigns. We have made efforts at keeping the public up to date with posted meetings for the wards. A bike rodeo has been planned with the assistance of the Lions club. Bike helmets, some of which have been donated through local businesses and others through grants, will be handed out during the event. Police related community events are posted on our website.

Objective: Co mingle city resources such as police, fire, codes and planning to address issues with absentee landlords and quality of life within neighborhoods. We have worked throughout the year with different entities for a variety of different issues to help improve the quality of life within the City. We have increased our interaction with other city departments through providing training on workplace violence issues. Once again we have supported the recreation department through assignment of SRO's to the summer youth program. We have also implemented a "youth to youth program" in the high and middle schools.

Sergeant Bossi, through the landlord association has been able to work directly with landlords on tenant related issues, to include trash issues and wanted subjects and alcohol consumption in public. The landlords have worked with us in getting letters to tenants prohibiting such behavior which has now made enforcement actionable in some of the high activity areas

We have done some work in this area with Code Enforcement, DPW, and Waste Management regarding the tote system in place here in the City. As a result we have implemented a process for reporting missing or stolen totes as well as developed strategies for prevention of thefts as we move forward. This has not gone as quickly as planned. We will also be incorporating our efforts with the community corrections program to try and get these labeled with addresses to successfully retain the totes.

Objective: Hold a citizens police academy. Sadly we were not able to hold a Citizen's Academy during the FY09 fiscal year due to lack of interest. Of the six applicants, only three were from the City of Rochester. We hope to have better success in FY 10.

Fiscal Year Accomplishments

We are pleased to report the following year-end achievements by your police department:

1. We started a weekly mission statement concept that encompasses all divisions, patrol, support and investigations and communications. The weekly mission statement provides a focus for the week toward a common goal.
2. Through the budget process we lost two sworn positions. We considered and briefly implemented the re assignment of our school resource officers, paring the program down to one officer shared between the high school and middle school. This caused a healthy debate at all levels of the organization, as well as with city staff and elected officials regarding allocation of staff in other areas. At the end of the discussion, both Resource Officers are back in the schools.
3. We were able to maintain the DARE Program in our school, taught at the Middle School by our School Resource Officer.
4. We had great success this year with grant funded projects. These included funds from highway safety, funds from earmarks through Congress, Bullet Proof vest grants, Underage drinking enforcement grants, Training Grants, Justice Assistance Grants, and technology grants. These grants worked to help keep our technology and equipment needs on par with policing in the 21st century, they also provided us with opportunities to keep our streets safe by monitoring vehicles for speed and alcohol related issues.
5. The addition of the crime scene vehicle, allowed us to reduce our specialty vehicle fleet by one. Combining our crime scene and accident reconstruction vehicle to one.
6. We continued our collaboration with RAYS (Recreation, Arena and Youth Services) partnering our school resource officers with the summer camp program. This has been extremely successful and we look forward to continuing this partnership which fosters relationships with our youth and prepares them for the school resource officer in their schools. It also provides youth access and knowledge of the police department during "police day" at summer camp.
7. Our K9 was re-certified for another year, scoring 198 points out of a possible 200 points. She placed the second highest score of 41 teams.

Commentary

The fiscal year accomplishments are a direct credit to the Police Commission and staff. Officers and staff have responded well to the demands of the profession. I would like to publicly thank the men and women of the Rochester Police Department for the hard work and dedication over the past year. I am fortunate to lead an agency that remains on the cutting edge of progressive law enforcement.

We also recognize the City Council for the funding and support of various projects and programs. Paramount to our success is the support of the citizen's of the City. With areas that we track on the rise, we remain creative and enthusiastic, providing safety services in the fifth largest community in the State.

Future

It is our vision that the Rochester Police Department will continue to be a cornerstone of progress and a model police department in service to our citizens, constantly improving the quality of services that we render. We are prepared to do our part in balancing and prioritizing our services to the community. We will continue to develop our expanded ability in some areas to provide diversified services along with the rest of progressive law enforcement. We are committed to offering the best service to the

residents and visitors to the City, which can be accomplished through our community policing programs, advanced technology and input from our citizens.

Respectfully Submitted,

Chief David G. Dubois



Police Chief David Dubois with Doris and Robert Gates

REPORT OF THE PUBLIC WORKS DEPARTMENT
2008 -2009

The Public Works Department is committed to protecting the safety, health, and welfare of its residents and visitors by providing clean water, removing and treating sewage, and maintaining our roads, sidewalks, public buildings, parks and City cemeteries. This department works with the Mayor, City Council, City Manager, and all other departments, to provide the best service within our means.

The Department helped with community projects such as: Moonlight Madness, the Summer Festival, the Christmas Parade and the hanging of downtown Christmas holiday season decorations.



Rochester Public Works Crew placing the Christmas Tree on the Square

The 2008-2009 winter was a normal winter with 15 treatable storm events. The amount of sand applied to the roads was approximately 831 tons and 3,634 tons of salt was used. The most notable winter event was the December 11, 2008 Ice Storm. Power outages were citywide with some residents without power for almost a week. Staff worked around the clock to ensure that the roads were safe and that all City utilities were maintained.



The Public Works capital improvement projects initiated or completed during the Fiscal Year include:

- The following Streets were paved with a final layer of paving this Fiscal year: Portland Street between Signal Street and Salmon Falls Road, the north end of Chesley Hill Road and Autumn Street.
- The comprehensive program to reduce inflow and infiltration of storm water and groundwater into the sanitary sewer system in East Rochester was completed. Work on Autumn Street between Main Street and Penny Lane, Main Street between Autumn Street and Highland Street including the relocation of the Main Street pump station was completed in September 2008. The pocket park and parking area at the north end of Main Street was also constructed.
- Work continued on South Main Street between Crocket Street and Academy Street. Phase I from Crocket Street to Franklin Street was completed. This included water and sewer improvements as well as upgrades to the South Main Street pump station, rehabilitation to the historic brick arch culvert that carried Willow Brook under South Main Street and the installation of a new traffic signal at the intersection of South Main Street and Franklin Street. Significant rehabilitation was also completed in Phase II of the project between Franklin Street and Academy Street including the rehabilitation of water and drainage pipes in the area and installation of

curbing and sidewalks. The relocation of the wire utilities from poles to underground began late in the fiscal, later than anticipated because the utilities were recovering from the months of emergency installation that was necessitated by the region wide ice storm of mid-December 2008, which knocked out service to almost ½ the state for several days. This situation delayed the scheduled completion date of this project into the next fiscal year.

- The reconstruction of Hanson Street and Central Avenue was substantially completed. In this project new water, sewer, and drainage pipes were installed on both streets. Additionally, decorative features were installed on Hanson Street intended to restore the street to its former importance as a downtown commercial street.
- Construction of the Congress Street parking lot and the rehabilitation of Congress Street between North Main Street and Portland Street was completed. For many years this space was an open lot that was informally used for parking. This project involved defining the limits of the parking lot, paving it and adding curbing and signage to clearly show how and where cars could park. This provides a much needed amenity to the downtown business district.
- Work commenced on the Phase III of the Washington Street Reconstruction Project, which focused on the widening and signalization of the Brock Street Washington Street intersection. The rehabilitation of the water, sewer, and drainage pipes within the project limits. The water main size on Washington Street was increased from 10 inches in diameter to 16 inches in diameter. The water main serving Foch Street was increased in size from two inches in diameter to six inches in diameter. The Washington Street sewer pump station was also replaced with a new, larger pump station with an emergency generator. This project was substantially completed by the end of the fiscal year.
- A new salt shed was constructed. This created a much safer facility for the crews.

Public Works reviewed and oversaw privately financed construction of several streets during the year, developers petitioned for and the City accepted the following streets during the fiscal year: Regency Court, Jay Way, Hiltons Lane, Angela Lane, Seavey Brook Drive, and Ebony Lane. There were no new privately financed infrastructure improvements needed to support and or facilitate private development constructed during the year.

Additionally, the department reviewed and 41 driveway permits and 50 excavation permits.

The department manages the regional household hazardous waste collection effort annually. A household hazardous waste collection took place on May 2, 2009, at the Waste Management of New Hampshire Landfill. Approximately 226 vehicles dropped off waste at the event.

WATER DIVISION

The staff at the Water Treatment Plant continues to comply with the State and Federal Drinking Water standards. This is accomplished through teamwork and a dedicated staff. We provide a quality product and service and seek complete customer satisfaction. The Water Treatment Plant staff listens, acknowledges, responds, takes action, reports and follows up with all aspects of operations.

The plant continues to run very well and produces a high quality drinking water. The Water Treatment plant treated and filtered 781,830,000 gallons of water with an average daily flow of 2.10 million gallons per day. This is 24 million gallons less than the previous year.

Capital Projects

- **Baffle Project:** The clearwell baffle project is substantially complete and online. Additional spot concrete repair was performed by Keymont Construction on the sub-walkway channel after discovering a significant leak on the laboratory end of the channel.
- **Cocheco Well No. 1:** Wright-Pierce released a draft of their Preliminary Engineering Design Report for City review and commentary. The basis of design criteria has been finalized for the project. Leadership in Energy and Environmental Design (LEED) certification of the new building and site is under consideration.
- **Western End Rochester Reservoir / Round Pond Intake:** The new intake structure at Round Pond was rehabilitated and returned to service for re-filling the reservoir. A new 24" valve was installed downstream of the spillway for isolation, releasing air upon filling or allowing air into the pipe to drain water for maintenance. Contractor completed re-grading the excavation, loam & seed restoration around the spillway. Western End earthwork, yard pipe, valves, fittings and vault installation are complete. This work now substantially lessens the likelihood of contaminants entering the Rochester Reservoir as a result of a motor vehicle accident or mishap on the section of Strafford Road (Route 202A) that is immediately adjacent to the reservoir. Divers were on-site to inspect the raw water intake screen in Rochester reservoir. Additionally new flow meters were installed on all legs of the piping junction just north of the reservoir that allows water to flow between Berrys River and either Round Pond or Rochester Reservoir. These flow meters will enable the city and State Regulators to quantify the amount of water that is being diverted from the Berry's River into the water system. Valve position indicators were added to the triple gate assembly for diverting water to Rochester Reservoir and/or Round Pond

- **Industrial Way WBS:** Facility start-up and training for Operators occurred on September 23, 2008. Wright-Pierce prepared a checklist of start-up tests to simulate operating scenarios for the domestic water and fire supply pumps. Alarm conditions were verified for SCADA acknowledgment and paging
- **Richardson Street Pump Station Electromechanical Upgrade:** Installation of Variable Frequency Drives and Instrumentation and control modifications for the pumps to be run in two modes, constant pressure and storage tank level control Mode. The constant pressure mode will be required to supply water at a constant pressure to the distribution system to facilitate the isolation of Rochester Hill water tank from the distribution system for painting due to be done in the next fiscal year.
- The meter replacement program commenced in November 2008. 2,377 Neptune meters were replaced during the fiscal year. This program will continue into FY10.

Distribution:

The distribution crews were very busy repairing water main leaks, water services, and relaying services. Spring and fall fire hydrant flushing was completed. Crews also assisted with the meter replacement program.

Continued efforts are being made to explore for additional sources of water supply to meet the city's future water consumption needs. Exploration efforts continued to be focused in the Salmon Falls River basin in the southeastern quadrant of the city.

SEWER DIVISION

The Division of Public Works Wastewater Treatment Facility is dedicated to the treatment of wastewater that flows into our facility from Rochester, East Rochester and Gonic and to delivering a clean, clear and safe effluent into the Cochemo River.

The present day advanced Wastewater Treatment Facility is designed to treat an average of 5.0 million gallons per day (mgd) with a peak design flow of 16 million gallons per day (mgd). The City operates under the strict effluent limitations and monitoring requirements contained in the July 23, 1997 National Pollution Discharge Elimination System (NPDES) Permit issued by the U.S. Environmental Protection Agency.

During the fiscal year we continued to work with and support the efforts of the Cochemo River Coalition by performing E-Coli testing and reporting data. After an extensive review of qualifications and a thorough interview process the City selected Brown and Caldwell in association with Underwood Engineers, Inc. as the sewer divisions professional engineering firm to assist with future permit negotiations, wastewater treatment facility modifications and collection system projects. The State of New Hampshire, Air Resource Division, required the City to monitor and perform an Air Dispersion Modeling analysis in response to odor complaints from a resident – the analysis showed that the emissions are below the Ambient Air Limits, therefore in accordance with Env-A 1403.01(b). The City worked closely with design engineers and contractors in the development and installation of four new pump stations, Washington Street, Trinity Conservation, Sterling Drive and Main Street East Rochester. The City

continues to work with the design engineer to finish the punch list items at the new South Main Street pump station. There was an internal reorganization of staff to better utilize and streamline efforts to more efficiently meet EPA and DES requirements for both wastewater treatment and storm water permits and regulations. Completed bid specifications and awarded three very important contracts this year 1) Generator repair and maintenance services for all water, sewer, public works and public buildings generators, 2) Process instrumentation and control services for water and sewer, 3) Field instrumentation and calibration services for water and sewer. Reconfigured fire alarm transmission from landline service to wireless technology, as required by the Rochester Fire Department. A sample of some of the larger projects that were completed this year 1) Disk filters – replaced backwash pumps in filters #1 & #2, repaired center tube shaft and replaced carrier bearing in disk filter #3. Secondary Clarifier #3 – sandblasted and repainted. Aeration basin #1 – repairs to header and support system. Ultraviolet Disinfection System – repaired coolant system leak and replaced sleeves and bulbs. Also, developed a pump station upgrade and replacement program.



The EPA and DES have notified the City that they have identified Rochester's NPDES permit as a priority permit for re-issuance as soon as the State completes it's Waste Load Allocation Study for the Great Bay Estuary Watershed and develops Water Quality Standards for total nitrogen and total phosphorus. The City is working closely with control authorities and other municipalities on issues involving wastewater, storm water and land use management in the Great Bay watershed area. City Council adopted additional EPA approved local limit modifications and EPA Sewer Use Ordinance streamlining rule changes. The sewer division continues to work in coordination with other divisions and consultants on many projects throughout the City to include

wastewater treatment, pump stations, collection systems and the industrial pretreatment program.

The Wastewater Treatment Facility continues to operate below projected O&M costs for power, chemicals, equipment maintenance and plant staffing levels. The staff continues to put forth an outstanding effort to achieve permit compliance through operational control, preventative maintenance, teamwork & training.

The Wastewater Treatment Facility treated 1,409,482,000 gallons of wastewater. The average daily effluent flow was 3,861,595 gallons. The facility continues to produce a high quality effluent and is running extremely well as we have removed 367,486 pounds of CBOD (97%) and 680,681 pounds of TSS (95%). We have also received and treated 2,128,000 gallons of septage.

HIGHWAY/FLEET DIVISION

The Highway/Fleet Division is dedicated to ensuring the City's streets are maintained in the best possible condition within funding constraints. Responsibilities include maintaining all paved and gravel roads, sidewalks, pavement markings, traffic signals, street trees, drainage facilities, as well as insuring that the public works fleet of vehicles and equipment are in good running order.

This fiscal year the Highway crews were diligent in emergency repairs due to the December Ice Storm. Crews removed several downed trees from the roads. Highway crews also shimmed several streets. In support of the pavement rehabilitation program, crews redefined ditch lines and graveled shoulders on several streets, most noteworthy was Salmon Falls Road between Stonewall Drive and Whitehall Road. Numerous pavement cuts were repaired. Crews installed culverts at various locations.



BUILDINGS & GROUNDS DIVISION

The Buildings and Grounds staff has been very busy keeping the City's thirteen buildings and several parks in the best condition possible. There was another successful year of the adopt-a-spot program. First floor bathrooms in the Community Center were renovated with new efficient fixtures. This much needed renovation has been well received by the visitors to the Community Center. The City was also approached by the Strafford Regional Planning Commission to investigate moving to the Community Center.



Rochester City Hall

**REPORT OF THE DEPARTMENT OF
RECREATION, ARENA AND YOUTH SERVICES (RAYS)
2008-2009**

The following Vision Statement exemplifies RAYS philosophy. *The Department of Recreation, Arena and Youth Services (RAYS) is committed to providing recreational and community programming aimed at enriching the quality of life in Rochester. We strive to maintain meaningful connections with the community by providing programs, services and facilities that foster a healthy community.*

RAYS continues to be responsive to the community's needs by offering a wide variety of opportunities for Rochester residents to participate in programs at no cost or programs with easily affordable fees.

The summer of 2008 was busy with a total of 353 campers at Hanson Pines, East Rochester and Gonic as well as the free Neighborhood Camp. The latter program was located at William Allen School where participants received free breakfast and lunch through the Summer Nutrition Program run by the School Food Services.

RAYS partnered with the School Department to include homeless students in Summer Camp to provide them with activities and social outlets during the eight weeks of summer vacation.

Swim programming offered a new Splash Class for birth to 2 year olds and parents. A total of 283 children benefited from swim lessons during the summer with participant ages ranging from babies to teens.



Brook at Splash Class

It was truly an exciting year at the Rochester Ice Arena starting in September 2008 when the ice sheet melted the weekend after it was painted and flooded. The entire staff responded with a heroic effort and the rink was again ready to go a week later for

the dedication of the ice sheet to longtime Rochester pediatrician and hockey supporter, Dr. Richard Roy. RAYS employees were recognized for Employee of the Month in February 2009 for their exemplary response to the meltdown.

The widespread power outage in December caused the cancellation of the widely popular Skate With Santa that benefits Gerry's Food Pantry. A Winter Wonderland Skate in January was substituted.

Off ice programming at the Arena included lacrosse, 3-5 sports, a new floor hockey league, a new indoor soccer league and roller hockey.

For more information on current RAYS programs, visit www.rochesterrec.com



Recreation Staff

REPORT OF THE SUPERINTENDENT OF SCHOOLS 2008-09

To the School Board and Citizens of Rochester:

During the 2008-2009 school year, Rochester School Department continued the focus on reading and math instruction at all levels. All eight elementary schools are making progress toward the 90% Reading Goal.

William Allen School, Chamberlain Street School and Maple Street School are in their final year of Reading First Grants. These funds have provided training in reading instruction for the three schools and the entire district. Reading First ensures the district provides a research based program for all students, K-3.

At the close of the first academic year for the Bud Carlson Academy, 61 students received their diplomas during commencement ceremonies at the Rochester Opera House on June 10th. After a 70 year hiatus, the Bud Carlson Academy brought Commencement Ceremonies back to the Opera House. The graduates were congratulated by BCA Director Ms. Kathy Dubois for their perseverance and determination.

In June of 2009, Ms. Nancy Loud retired as Teaching Principal at the East Rochester Annex after 37 years. The Rochester School Board, at the staff, parents and students' request, changed the name of the East Rochester Annex to the Nancy Loud School. Maureen Oakman replaced Ms. Loud as Principal, and reading teacher.

The Honeywell Energy Management Project was completed in February 2009. The projects have resulted in a reduction in energy costs, improved air quality in the classrooms, provided heating controls in each classroom, replaced boilers in several schools and replaced windows in Spaulding High School, Maple Street School, School Street School and Gonic School. The energy reductions have allowed the District to save all of the local tax dollars used on this project.



Gonic School

Rochester Special Education Revenues and Expenditures
As required by RSA 32:11-a

Table 1: Special Education Revenue

	2006-07	2007-08	2008-09
Tuition from other districts	232,543.07	249,893.80	202,960.57
Tuition for foster children	0.00	0.00	0.00
Catastrophic Aid (State)	655,668.29	625,522.11	532,023.89
Medicaid Reimbursement (Federal)	454,301.57	501,852.40	433,598.55
Special Education Grants (Federal)	1,274,693.91	1,075,954.85	1,117,198.09

Table 2: Special Education Expenditures

	2006-07	2007-08	2008-09
Salaries and Benefits	9,055,696.00	9,657,201.31	10,260,279.60
Tuition and Contracted Services	1,650,658.10	1,614,042.26	1,475,276.04
Supplies and Equipment	198,724.66	86,713.13	57,910.64
Other expenses	109,057.98	81,000.45	89,941.10
Special Area Administrative Services	677,911.62	714,622.65	827,118.89
Transportation	564,639.46	569,857.85	573,304.46

Table 3: Revenue to Expenditure Analysis

	2006-07	2007-08	2008-09
Total Revenues	2,617,206.84	2,453,223.16	2,285,781.09
Total Expenditures	12,256,687.82	12,723,437.65	13,283,830.73
Net Local Cost	9,639,480.98	10,270,214.49	10,998,049.64

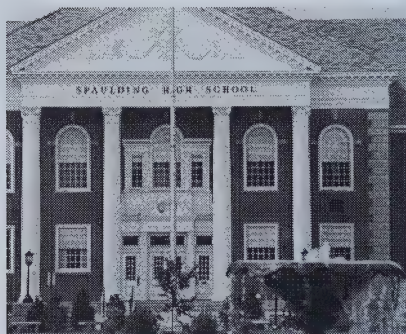
Table 4: Sources of Revenue as Percent of Total

	2006-07	2007-08	2008-09
Federal Sources	14.11%	12.40%	11.67%
State Sources	5.35%	4.92%	4.0%
Other Sources	1.90%	1.96%	1.53%
Local Property Tax	78.64%	80.72%	82.79%

School Board Membership and Staffing
Rochester School Department

July 1, 2008 - June 30, 2009

<u>Seat</u>	<u>Member</u>
Ward 1	Peggy Parker Audrey Stevens
Ward 2	William Brennan Caroline McCarley
Ward 3	John Connelly Timothy Bruneau
Ward 4	Anthony Pastelis Travis Allen
Ward 5	Pamela Hubbard Mark Torr (resigned 2/12/2009)
Ward 6	Frank Callaghan Robert Watson
At-Large	Anne Grassie



Spaulding High School

Standing Committees

July 1, 2008- June 30, 2009

<u>Committee</u>	<u>Members</u>
Building	John Connelly, Chair Frank Callaghan Timothy Bruneau Anthony Pastelis Mark Torr (resigned 2/12/09)
Discipline	Pamela Hubbard, Chair Peggy Parker Rotating Third Member
Finance	Robert Watson, Chair Pamela Hubbard Frank Callaghan John Connelly Anne Grassie Caroline McCarley Peggy Parker Anthony Pastelis Audrey Stevens
Instruction	Anne Grassie, Chair Anthony Pastelis William Brennan Pamela Hubbard Caroline McCarley
Personnel	Audrey Stevens, Chair Peggy Parker Travis Allen John Connelly Anne Grassie
Policy	Anthony Pastelis, Chair William Brennan Travis Allen Peggy Parker Mark Torr (resigned 2/12/09)
Special Services	Caroline McCarley, Chair

William Brennan
Timothy Bruneau
Frank Callaghan
Mark Torr (resigned 2/12/09)

Central Office Administrators

Michael L. Hopkins, Superintendent of Schools
Kent Hemingway, Assistant Superintendent of Schools
Sharon Pray, Director of Pupil Services
Sally Riley, Curriculum Coordinator
Susan Deese, Curriculum Coordinator
Marty Brennan, Title I Director
David Yasenchock, Chief Technology Coordinator
Richard Kalisz, Facilities Manager

Principals

John Shea, Spaulding High School
Valerie McKenney, Rochester Middle School
Steve LeClair, Chamberlain Street School
Teresa Bailey, East Rochester School
Gwen Rhodes, Gonic School
Barbara McDowell, Maple Street School (Teaching Principal)
Arlene Walker, McClelland School
Maureen Oakman, Nancy Loud School (Teaching Principal)
Nancy Booth, School Street School (Teaching Principal)
Robert "Rob" Hanson, William Allen School

Assistant Principals

David Robbins, RW Creteau Technology Director
Alicia Hervey, Spaulding High School
James O'Rourke, Jr., Spaulding High School
Robert Seaward, Spaulding High School
Kate Zacharias, Spaulding High School
Christopher Foley, Rochester Middle School
Art LeClair, Rochester Middle School
Lynn Allen, Chamberlain Street School
Susan "Candy" Bailey, East Rochester School
Robin Brown, McClelland School
John Safina, William Allen School

School Nurses

Nancy Graham, RN (Head Nurse)

Christine Ballentine, RN

Robin Bickford, RN

Robin Hutchins, RN

Stepahnie McSharry, RN

Elaine Paula, RN

Jennifer Saucier, RN

Tracey Tibbetts, RN

Bethann Welch, RN



Maple Street School

REPORT OF THE TAX COLLECTORS DEPARTMENT 2008-2009
--

The responsibilities of the Tax Collector's office consist of the collections of property taxes, water & sewer utility bills, current use taxes, timber, gravel & yield taxes, and other department collections. The Tax Collector's office executes property tax liens on delinquent taxes, files tax lien redemptions and notifies all property owners & mortgagees for all properties that will be going to tax lien & tax deed.

The Tax Collector's office also processes auto registrations. In 2008-2009 we processed approximately 34,714 registrations totaling \$3,748,990.76. We collected \$71,205.00 in Municipal Agent fees. On 8/4/08 we went on MAAP (Municipal Agent Automated Project) through the State of NH. This enables us to process more transactions that the state used to have to process such as duplicate registrations. We also process auto registration renewals online and in 2008-2009 we processed 1,522 online renewals. This is an increase of 454 from the previous year.

In 2008-2009 we collected on approximately 28,834 water & sewer bills.

Revenues collected by the Tax Collector's Office:

Total Warrant	46,522,769.00
Timber & Gravel Tax	13,443.97
Int Delinquent Taxes	484,368.39
Chg Tax for CU Removal	209,203.00
Motor Vehicle Permits	3,748,990.76
Misc-RR Natl Bk Tax	1,294.34
Water	3,200,049.56
Sewer	4,287,727.45

The Tax Collector's Office consisted of three full time employees and three part time employees. Our main goal in the office is to provide courteous and efficient service to all.

The Tax Collector's office staff consisted of Doreen Jones-Tax Collector, Karen Paquette-Deputy Tax Collector, Virginia Gray-Clerk Typist II, Pat Cox-Clerk Typist, Pauline Roseberry -Clerk Typist, and Susan Morris, Clerk Typist. I would like to thank all my staff for all their hard work & dedication through out the year.

Respectfully Submitted,

Doreen Jones, CTC
Tax Collector

REPORT OF THE WELFARE DEPARTMENT 2008-2009

In compliance with RSA 165, the welfare department for the City of Rochester administers local emergency assistance for poor individuals unable to support themselves and require assistance in a financial crisis. It is our mission to meet our legal obligations in the most professional, thoughtful and cost effective manner possible.

The City of Rochester budgeted \$345,000 for direct assistance for fiscal year 2008-2009. A total of \$199,039.83 was expended. City Welfare formally assisted 333 families and 225 single households.

Rochester City Welfare staff continues to take pride in our pro-active case management approach that has resulted in increased self-sufficiency for clients, at a lower cost to city taxpayers.

Although rental rates have stabilized, the increase in home foreclosures has not only affected homeowners, but also renters, as they have been given notice to vacate buildings being foreclosed upon. Heating fuel costs have also affected resident's ability to heat their homes and/or results in less money for residents to expend for other basic expenses.

As has been true for the last several years, the waiting lists for subsidized housing remained at 3-5 years. Disability decisions at the state and federal level continued to average about 1 year.

City Welfare works closely with local homeless shelters, including the *Homeless Center for Strafford County* located in Gonic, to find appropriate emergency housing for residents in need. Homeless shelters not only shelter residents from the elements, but often provide needed support and case management to ensure a more long term solution to their current crisis. This is a great benefit to those in need of shelter and a cost savings to city taxpayers.

City Welfare continued collaborations with many government and non-profit agencies, including, but not limited to, the New Hampshire Department of Health and Human Services, Strafford County Community Action and Rochester Share Fund.

City Welfare continued an annual Toy Bank collaboration with the Rochester Fire Department, helping 490 families in financial distress at Christmas.

City Welfare also continued a Back-to-School collaboration with Grace Community Church, which outfitted 320 children with new backpacks and needed school supplies.

As in year's prior, City Welfare received \$10,000.00 from the McKinney Grant (HUD money). These monies are discretionary, and are used generally for emergency utility assistance, and from time to time with those individuals who may be categorically ineligible for General Assistance.

A special thanks to the many Rochester residents who have assisted their neighbors in need during challenging economic times. Their belief in neighbor helping neighbor is testament to the spirit and goodwill of Rochester residents.

Issuance of General Assistance Vouchers for Families:

Burial.....	2000.00
Dental	589.50
Electricity.....	8,490.47
Food.....	.00
Fuel Heating.....	6,342.77
Gas Heating.....	292.00
Household Goods.....	.00
Medical	.00
Miscellaneous	6.79
Mortgage.....	850.00
Prescriptions.....	6,169.85
Rent.....	90,384.60
Temporary Shelter (motel).....	825.00
Transportation.....	
TOTAL	\$115950.98

Issuance of General Assistance for Individuals

Burial.....	2,500.00
Dental	670.00
Electricity.....	1,909.92
Food.....	.00
Fuel Heating	1,836.36
Gas	.00
Household Goods.....	.00
Medical	.00
Miscellaneous	.00
Mortgage.....	1,928.95
Prescriptions.....	12,580.23
Rent.....	60,778.39
Temporary Shelter (motel).....	885.00
Transportation	.00
TOTAL	\$83,088.85

Average cost per case/Family **\$348.20**
Single **\$369.28**

Total vouchers issued: **\$199,039.83**

I would like to thank the following staff for their dedicated service to this office: Gail Bennett, department Secretary III (27 years of service,) Social Worker, Nancy Malinowski, Secretary I, Crystal DeButts and Secretary I, Nancy Sirois. Their dedication through this challenging year and commitment to our mission has been greatly appreciated.

Respectfully submitted,

Todd M. Marsh
Welfare Director

DATE DUE

GAYLORD			PRINTED IN U.S.A.

New Hampshire State Library



3 4677 00136925 0